

**MEMPHIS AND SHELBY COUNTY JUSTICE ASSISTANCE GRANT
APPLICATIONS FOR REVIEW**

Certified as a “Disparate Jurisdiction”, the Cities of Memphis, Bartlett, Collierville, Germantown and Millington, along with Shelby County, Tennessee are submitting a joint application for funds in the amount of \$6,122,040.00 as allocated under the Recovery Act Edward Byrne Memorial Justice Assistance Grant (JAG) Program.

As so prescribed by the JAG guidelines, and by mutual consent, Shelby County is designated as the applicant/fiscal agent for the program. Through a joint advisory board, the entities have collaborated on a program that provides for the prevention and control of crime for our citizens.

Prior to application submission, the applicant is required to make the application available to the public and provide an opportunity for citizens and neighborhood or community organizations to comment.

Comments can be directed via email to Dottie Jones at 901-545-4274 or at dottie.jones@shelbycountyttn.gov through 4:00 PM Friday, May 1, 2009.

**2009 RECOVERY JUSTICE ASSISTANCE GRANT
PROPOSAL APPLICATION
COVER PAGE INFORMATION**

Name of Applicant City of Memphis Division of Police Services

Program/Project Title:	Law Enforcement
Project Purpose Area:	Law Enforcement
Federal Amount Requested:	\$3,061,020

The Point of Contact/Project Director will be the individual responsible for completing the required programmatic and fiscal reports for the funded project. This person will submit all required documents to the County Point of Contact or designee.

Point of Contact/Project Director:	Julie Nations
Project Director Email Address:	julie.nations@memphistn.gov
Applicant Address:	201 Poplar Avenue, 12 th Floor Memphis, TN 38103
Project Director Phone/Fax Number:	545-3404

Name/Address of Collaborating Agencies

1. _____
2. _____
3. _____

Provide a description of Past LLEBG Funding	The City of Memphis has received JAG and LLEBG funds since the inception of the program.
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The following are **required** measures for awards made under the Recovery Act:

Objective	Performance Measures	Data the grantee provides for 3-month reporting period	Description (Plain language explanation of what exactly is being provided)	Goal for this project:
Recovery Act: Preserving jobs	Number of jobs saved (by type) due to Recovery Act funding.	a) How many jobs were prevented from being eliminated with the Recovery Act funding during this reporting period? b) How many jobs that were eliminated within the last 12 months were reinstated with Recovery Act funding?	An unduplicated number of jobs that would have been eliminated if not for the Recovery Act funding during the three-month quarter. Report this data for each position only once during the grant. A job can include full time, part time, contractual, or other employment relationship.	0
Recovery Act: Creating jobs	Number of jobs created (by type) due to Recovery Act funding.	How many jobs were created with Recovery Act funding this reporting period?	An unduplicated number of jobs created due to Recovery Act funding during the three month quarter. Report this data for each position only once during the grant. A job can include full time, part time, contractual, or other employment relationship.	2

**CITY OF MEMPHIS
DIVISION OF POLICE SERVICES
2009 Recovery Justice Assistance Grant**

CITY agrees to use \$3,061,020.00 from the JAG award for the grant expenditures as outlined below; provided however that the CITY is responsible for allocation of its share of grant funds as it deems appropriate pursuant to the terms of the grant.

Vehicles (\$442,000) – MPD is in need of vehicles for multiple purposes including surveillance, raid operations, camera/observation equipment deployment, and special operations equipment deployment.

Equipment (\$2,220,110) – MPD is in need of enforcement and surveillance equipment such as vehicles, observation platforms, camera/surveillance systems, biometrics, and intelligence support. This equipment will be utilized for the safety of the officers and the community.

Overtime (\$100,000)– Overtime support is proposed to support directed patrols for the *Safeways* Project.

University of Tennessee Training Program (\$106,410) - The University of Tennessee offers specialized training courses for law enforcement personnel. These classes include Defusing Confrontations, Basic Homicide Investigation, Crime Scene Photography and Rapid Response to Critical Incidents. These classes prepare the officers to deal with issues involving violent street crimes, juveniles, and special populations. MPD is also in need of training and education for officers and employees designed to enhance equipment operations and deployment, reduce crime and enhance community safety.

Crime Stoppers (\$75,000) - Crime Stoppers is a non-profit organization whose mission is to help the police capture criminals by offering cash rewards and anonymity to citizens for information about crimes. Crime Stoppers rewards callers for crime tips to a 24-hour hotline.

Commission on Missing and Exploited Children (COMEC) (\$17,500) - The COMEC proposes to support its mission and operations through enhanced drug testing.

Second Chance (\$100,000) - Second Chance is an adult re-entry program designed to reduce recidivism and increase job placement for participants.

Organization	Use of Funds	2007 Amount
MPD	Vehicles	442,000.00
MPD	Equipment	2,220,110.00
MPD	Overtime	100,000.00
MPD	Training/Education	106,410.00
Crime Stoppers	Reward Funds	75,000.00
COMEC	Drug Testing	17,500.00
Second Chance	Adult Re-entry	100,000.00
Total		\$ 3,061,020.00

**2009 RECOVERY JUSTICE ASSISTANCE GRANT
PROPOSAL APPLICATION
COVER PAGE INFORMATION**

Name of Applicant Shelby County Chancery and Circuit Courts

Program/Project Title:	Child Support Court
Project Purpose Area:	Child Support Enforcement
Federal Amount Requested:	\$93,900

The Point of Contact/Project Director will be the individual responsible for completing the required programmatic and fiscal reports for the funded project. This person will submit all required documents to the County Point of Contact or designee.

Point of Contact/Project Director:	Chancery -Wanda Wright/Circuit - Van Sturdivant
Project Director Email Address:	Wanda.wright@shelbycountyttn.gov/Van.sturdivant@shelbycountyttn.gov
Applicant Address:	Chancery Court 140 Adams Room 308 Memphis, TN 38103 Circuit Court 140 Adams Room 208 Memphis, TN 38103
Project Director Phone/Fax Number:	Chancery Court 545-4029 545-2588 fax/Circuit Court 545-5077

Name/Address of Collaborating Agencies

1. TN Dept of Human Services/Child Support Enforcement System
400 Deadrick St 15th Floor Nashville, TN 37243-1403
2. Maximus
11419 Sunset Hills Rd Reston, VA 20190
3. TN Administrative Office of the Courts
511 Union St Ste 600 Nashville, TN 37219

Provide a description of Past LLEBG Funding	N/A
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The following are **required** measures for awards made under the Recovery Act:

Objective	Performance Measures	Data the grantee provides for 3-month reporting period	Description (Plain language explanation of what exactly is being provided)	Goal for this project:
Recovery Act: Preserving jobs	Number of jobs saved (by type) due to Recovery Act funding.	a) How many jobs were prevented from being eliminated with the Recovery Act funding during this reporting period? b) How many jobs that were eliminated within the last 12 months were reinstated with Recovery Act funding?	An unduplicated number of jobs that would have been eliminated if not for the Recovery Act funding during the three-month quarter. Report this data for each position only once during the grant. A job can include full time, part time, contractual, or other employment relationship.	0
Recovery Act: Creating jobs	Number of jobs created (by type) due to Recovery Act funding.	How many jobs were created with Recovery Act funding this reporting period?	An unduplicated number of jobs created due to Recovery Act funding during the three month quarter. Report this data for each position only once during the grant. A job can include full time, part time, contractual, or other employment relationship.	0

1. Problem Statement

- What is the problem? Be clear but brief.
The problem is after June 30, 2009 Juvenile Court of Shelby County will no longer handle matters of child support establishment, modification and enforcement. Shelby County Chancery and Circuit Courts have to establish court systems dedicated exclusively to the establishment, modification and enforcement of child support.
- Include data to show the scope and the size of the problem.
In Shelby County there are approximately 14,000-17,750* new cases filed to establish child support annually.

***Information received from Juvenile Court Title IV-D**

- Tell how the proposed program will solve the problem.
Juvenile Court will not renew a letter of agreement accepting jurisdiction for all child support matters therefore Chancery/Circuit must be prepared to accept concurrent jurisdiction July 1, 2009.
- What other programs currently exist to affect this problem?
Presently all child support cases and related matters are heard in the Juvenile Courts of Shelby County. July 1, 2009 they will no longer all child support matters.
- How will the proposed program fit with existing programs?
This program will replace and increase efficiency over the existing program.

2. Project Description

- What is the overall **goal** of the project? What is the project going to do and how?
The overall goal of the project is to ensure that the child support needs of the children of Shelby County are met in a timely and efficient manner. This will be achieved by having four child support referees dedicated exclusively to child support and related matters.
- What are the measurable **objectives** of the project?
The measurable objective will be to determine the number of cases filed against the number of establishment orders issued in a designated period of time.
- How will the objectives be measured?
The objectives will be measured by calculating the number of applications for IV-D assistance versus the number of petitions filed against the number of child support orders issued on a quarterly basis. The effectiveness of the program will be measured on an annual basis by charting the number of case filings and orders issued against the same annual measures that existed prior to June 30, 2009.
- How does the project implementation link with the problem described above? How will it solve the problem?
By implementing this program, more child support will be processed and more orders issued, thereby, getting more child support to the target population.
- What is the target population? What area of Shelby County will be served?
The target population is custodial parents in Shelby County in need of child support. The entire county will be served.

3. Strategy/Activities

- Clearly, describe the activities of the program and give a timeline for implementation indicating outcomes of the activities.
The activities of the program will include: filing and processing petitions to establish child support as well as petitions for modification and enforcement. Those activities will include but will not be limited to collection of support, incarceration in instances of contempt, mediation services to avoid case backlog and statutory clerical record keeping. This program must be implemented by June 30, 2009. The end result will be to get more child support out to the families that need it in a timely manner.
- Define the role and responsibilities of each collaborating partner. List the point of contact for each agency that will be responsible for the project activities.
The collaborating partners in this program will be Shelby County's Chancery and Circuit Courts in partnership with the Administrative Office of the Courts in the State of Tennessee, Maximus and TN Department of Human Services. The roles of Chancery and Circuit will be determined later. Maximus is a private agency that will generate the pleadings to be filed and mediate cases that do not need to go to court. The point of contact for Circuit Court is Van Sturdivant, CAO of Circuit Court and Wanda Wright, CAO of Chancery Court is the contact person for Chancery Court.
The point of contact for Maximus is Kathleen L. Kerr, President of Human Services-

North America. The point of contact for TN Dept of Human Services is Patsy Simmons. Libby Sykes is the contact person for the AOC.

- Timeline format: Problem/Issue – Objectives – Activities – Person Responsible – Time Frame
The only timeline associated with this project is meeting the June 30, 2009 timeline. All other timelines are dictated by the Tennessee Code Annotated and the Tennessee Rules of Civil and Criminal Procedure.

4. Program Evaluation

- Address the measurements you will put in place to determine the effectiveness of the proposed project.
The objectives will be measured by calculating the number of applications for IV-D assistance versus the number of petitions filed against the number of child support orders issued on a quarterly basis. The effectiveness of the program will be measured on an annual basis by charting the number of case filings and orders issued against the same annual measures that existed prior to June 30, 2009.
- Indicate a clear connection of the outcomes with the problem.
The connection between the outcome and the problem is, as more orders for child support are issued a higher percentage of families will receive child support this is premised on the notion that the greater the number of orders, the higher our enforcement capability will be therefore the higher our compliance will become.
- Explain what data will be collected and reported, and who will do it.
All data will be collected and reported by departmental managers and that data will include number of case filings for establishment and enforcement and the number of applications for support made through Maximus.
- Explain how the information will be used.
The information will be used to measure efficiency and effectiveness.

5. Collaborative Partners/Partnerships

- List the agencies involved in the project.
The agencies involved in this project are Shelby County's Chancery and Circuit Courts in partnership with the Administrative Office of the Courts in the State of Tennessee and Maximus, Inc.
- Define their role and responsibilities. What will they bring to the project?
To be determined

6. Retention Plan

- Projects must plan for continuation once the grant funds cease. How will the applicant find additional funding to continue or even expand the project?
The revenue generated from this project will go into the Shelby County General Fund. The Shelby County General Fund will be a continued source of funding for the Operation and Maintenance
- List any supplemental funding sources.
Unknown at this time

7. Budget Narrative

Provide a brief narrative of the items contained in your Budget Detail Worksheet.

A. Personnel

Total salary dollars for personnel – see attached Fringe Benefit, FY10 Proposed Budget - Salary Change Column - \$1,202,616 for a total of 33 people. Please see attachment for position numbers and titles.

B. Fringe Benefits

Total benefits for fringe benefits - see attached Fringe Benefit Calculations FY10 Proposed Budget - \$411,755.

C. Travel

No Travel Needed

D. Equipment

Equipment is estimated to cost approximately \$93,900. Please see attached Title IV-D Child Support Furniture and Equipment spreadsheet. Also, noted are the specific work areas.

E. Supplies None estimated
F. Construction None Quoted
G. Consultants/Contracts N/A
H. Other N/A

**2009 RECOVERY JUSTICE ASSISTANCE GRANT
PROPOSAL APPLICATION
COVER PAGE INFORMATION**

Name of Applicant Shelby County Crime Victims Center

Program/Project Title:	Crime Victim Center/Family Safety Center
Project Purpose Area:	Prosecution and Court Programs
Federal Amount Requested:	\$234,758

The Point of Contact/Project Director will be the individual responsible for completing the required programmatic and fiscal reports for the funded project. This person will submit all required documents to the County Point of Contact or designee.

Point of Contact/Project Director:	Anna M. Whalley
Project Director Email Address:	Anna.whalley@shelbycountyttn.gov
Applicant Address:	600 Adams Avenue, 38105
Project Director Phone/Fax Number:	901.545.5342, 901.545.4208

Name/Address of Collaborating Agencies

1. Shelby County Crime Victims Center
2. Family Safety Center
3. Memphis Police Department
4. Exchange Club Family Center
5. YWCA Abused Women's Services
6. District Attorney General's Office
7. Shelby County Sheriff

Provide a description of Past LLEBG Funding	The CVC received funding for domestic violence advocates who worked in the domestic violence court.
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The following are **required** measures for awards made under the Recovery Act:

Objective	Performance Measures	Data the grantee provides for 3-month reporting period	Description (Plain language explanation of what exactly is being provided)	Goal for this project:
Recovery Act: Preserving jobs	Number of jobs saved (by type) due to Recovery Act funding.	a) How many jobs were prevented from being eliminated with the Recovery Act funding during this reporting period? b) How many jobs that were eliminated within the last 12 months were reinstated with Recovery Act funding?	An unduplicated number of jobs that would have been eliminated if not for the Recovery Act funding during the three-month quarter. Report this data for each position only once during the grant. A job can include full time, part time, contractual, or other employment relationship.	2
Recovery Act: Creating jobs	Number of jobs created (by type) due to Recovery Act funding.	How many jobs were created with Recovery Act funding this reporting period?	An unduplicated number of jobs created due to Recovery Act funding during the three month quarter. Report this data for each position only once during the grant. A job can include full time, part time, contractual, or other employment relationship.	1

8. Problem Statement

- What is the problem? Be clear but brief.
- Include data to show the scope and the size of the problem.
- Tell how the proposed program will solve the problem.
- What other programs currently exist to affect this problem?
- How will the proposed program fit with existing programs?

Although crime victims are the persons most seriously impacted by criminal activity, relatively few resources are available to provide assistance to address their needs and concerns while working with the justice system to hold offenders accountable. The Shelby County Crime Victims Center (CVC) was developed as a means reducing the trauma that crime victims experience, facilitating their recovery and advocating for their rights to fair treatment in the criminal justice system. The CVC serves as the “hub” of victim services in the community and addressed the needs of victims of any crime including secondary victims of homicide, domestic violence, assaults, home invasions, car-jackings and other violent crime.

Memphis and Shelby County have a large number of domestic violence related offenses. In 2008 alone, the Memphis Police Department responded to 16,332 calls for domestic crimes including aggravated and simple assaults, burglaries, vandalism and burglaries. It is estimated that less than one in ten domestic violence cases are reported to the police. Often victims note that part of their reluctance to access the justice system for recourse in these situations is the fragmented approach to service delivery prompting the need to go from one entity to another for help. The Family Safety Center (FSC) is a collaborative effort designed to be a “one stop shop” for domestic violence victims where they can speak to police, obtain an ex-parte order of protection, seek civil legal advice and work with counselors and victim advocates to recover a sense of safety. Currently the process of obtaining an ex-parte order of protection begins with the Citizens Dispute office in the Criminal Justice Center and can be lengthy. One of the goals of the center is to streamline that process and to eliminate the need to go to the CJC for the initial screening.

The Family Safety Center is seeking space to house their collaborative effort that will be staffed by the Memphis Police Department, Citizens Dispute, YWCA Abused Women’s Services, the Exchange Club Family Center, the Memphis Sexual Assault and other victim service providers. Effective July 1, 2009, the Citizens Dispute department will come under the supervision of the CVC. Proposed co-location of the CVC and the FSC at the proposed 1391 Madison space would benefit each agency.

The ability of the CVC staff to address issues other than or in addition to domestic violence will make the FSC even more of a “one stop shop” than if it were housed alone. Citizens Dispute staff would be housed within the FSC as they address only domestic violence issues. Advocacy staff from the CVC that are assigned to work in collaboration will be housed on site even on days and times when they are not committed to the FSC and will be able to provide back-up in case of emergencies adding depth to the number of persons able to help domestic violence victims who are in a crisis situation.

9. Project Description

- What is the overall **goal** of the project? What is the project going to do and how?
- What are the measurable **objectives** of the project?
- How will the objectives be measured?
- How does the project implementation link with the problem described above? How will it solve the problem?
- What is the target population? What area of Shelby County will be served?

The goal of the project is to fund co-location of the Shelby County Crime Victims Center and the Family Safety Center at 1391 Madison to provide crime victim services in an easily accessible location where victims can meet many of their needs in a “one stop shop.” (See FSC goals application) Victims of domestic violence will be able to avoid going to the Criminal Justice Center to obtain Orders of Protection and will be able to access legal services, crisis counseling, victims’ compensation assistance and information and referrals at one location. Victims of crimes other than domestic violence will be able to access the services currently provided by the Crime Victims Center- crisis counseling, victims’ compensation assistance, justice system advocacy and other direct services in a safe, accessible environment.

The objectives of this project can be readily measured by whether or not the funded tasks are completed. Objectives for this project are:

1. Completion of tasks to make the Crime Victims Center offices at the 1391 Madison building networked to the County Information Technology network.
2. Purchase printers for the CVC office.
3. Provide monthly maintenance costs for IT system for 3 years.
4. Configure space and facilities to provide video conferencing capabilities to facilitate acquisition of protective orders.
5. Provide rent for the CVC for 3 years.

All objective will be measured by whether or not they are completed by the designated start date.

The co-location of the Crime Victims Center with the Family Safety Center will provide smoother access to victim related services to all citizens of Shelby County.

10. Strategy/Activities

- Clearly, describe the activities of the program and give a timeline for implementation indicating outcomes of the activities.
- Define the role and responsibilities of each collaborating partner. List the point of contact for each agency that will be responsible for the project activities.
- Timeline format: Problem/Issue – Objectives – Activities – Person Responsible – Time Frame

Service delivery at the 1391 Madison location can begin as soon as office space is configured to meet the needs of the CVC and FSC. That will include substantial build out by the landlord and connection of the building to the Shelby County IT network. It is estimated that the space could be ready for occupancy within 120 days.

The Crime Victims Center is already a functioning entity providing a cadre of services to victims. The move from 600 Adams to the 1391 Madison location could be accomplished within one month of the building becoming “occupant ready.” It will be essential that the move take place in a timely manner as CVC staff will be working in the Citizens’ Dispute office in the Criminal Justice Center and must transition to the new location in a seamless manner to assure victim safety. Coordination of that process will fall to Anna Whalley, CVC manager.

11. Program Evaluation

- Address the measurements you will put in place to determine the effectiveness of the proposed project.
- Indicate a clear connection of the outcomes with the problem.
- Explain what data will be collected and reported, and who will do it.
- Explain how the information will be used.

Measurement of the effectiveness of the co-location will be measured by:

- Number of victims served by the Family Safety Center. (Currently no one is receiving services through that entity.)
- Number of victim referrals within the FSC. (Measured by FSC staff.)
- Increase in number of victims who are seen in person at the CVC. (This information is available through the CVC database.)
- Victims will be surveyed to measure their feelings of safety and level of satisfaction with services while at the center. (Gathered by staff)

The information that is gathered will be used to identify gaps in service provision and will result in programmatic efforts to address those unmet needs.

12. Collaborative Partners/Partnerships

- List the agencies involved in the project.
- Define their role and responsibilities. What will they bring to the project?

The collaborators involved in the project are:

1. The Shelby County Crime Victims Center
 2. The Family Safety Center
 3. Memphis Police Department
 4. Shelby County District Attorney General's Office
 5. Shelby County Sheriff's Office
 6. Memphis Sexual Assault Resource Center
 7. Exchange Club Family Center
 8. YWCA Abused Women's Services
- While the **Crime Victims Center** is a free standing agency, it will be co-located and on some levels, co-functioning with the **Family Safety Center**. The two agencies will share a common entrance/waiting area that will be staffed by clerical staff of the CVC and the FSC. As the waiting area is part of the CVC space, rental costs of that area will be part of Shelby County's contribution to the functioning of the FSC as will staff time allocated to greeting FSC clients.
 - The **Memphis Police Department** will be housing their Domestic Violence Unit at the FSC as will the **Shelby County Sheriff's Office**. The **Shelby County District Attorney General's Office** will utilize the space to meet with investigators and other partners.
 - Victim services and advocacy groups will also have space allocated to them in Family Safety Center area. These groups include the **Memphis Sexual Assault Resource Center, the Exchange Club Family Center and YWCA Abused Women's Services**. These collaborators will offer access to counseling, advocacy and case management for victims who will be able to access a wide variety of services at one location.

13. Retention Plan

- Projects must plan for continuation once the grant funds cease. How will the applicant find additional funding to continue or even expand the project?
- List any supplemental funding sources.

The CVC currently receives funding through court fees paid by persons convicted of crimes. This income could be earmarked toward rental and occupancy expenses for the agency.

14. Budget Narrative	
Provide a brief narrative of the items contained in your Budget Detail Worksheet.	
A. Personnel	
B. Fringe Benefits	
C. Travel	
D. Equipment	
The requested equipment will enable the CVC and Citizens Dispute to move to the 1391 Madison building and remain networked with the County. The expenses in this section are one-time expenditures to complete the network.	
Networking Equipment to connect the CVC to the Shelby County Network	\$11,465
Phone Switch in building	\$12,000
Video Conference Space and equipment	\$10,000
Printer for Citizens Dispute section of CVC	\$ 5,000
7 PCs for Citizens Dispute section of CVC at \$969	\$ 6,783
Install T1 "clear channel" communications line	\$ 1,200
Total	\$46,448
E. Supplies	
F. Construction	
G. Consultants/Contracts	
Co-locating the CVC with the FSC will require rent payments as well as recurring expensed to maintain the IT network connection.	
Rent for CVC space-\$12 x 3,500 sq. ft. x 3 years with annual increases	\$126,000
Janitorial services for 3 years \$1 x 3,500 x 3yrs	\$ 10,500
Annual maintenance cost for IT, \$17,270 x 3years	\$ 51,810
Total	\$188,310
H. Other	
Total Project Cost	\$234,758

Shelby County Crime Victims Center/JAG

D. Equipment

Networking equipment to connect the CVC to the Shelby County Network	\$11,465
Phone switch in building	\$12,000
Video conference space and equipment	\$10,000
Printer for Citizens Dispute section of CVC	\$5,000
7 PCs for Citizens Dispute section of CVC at \$969 each	\$6,783
<u>Install T1 "clear channel" communications line</u>	<u>\$1,200</u>
Equipment Total	\$46,448

G. Consultants/Contracts

Rent for CVC space- \$12 x 3,500 sq. ft. x 3.5 years with annual increases	\$126,000
Janitorial services for 3.5 years	\$10,500
<u>Annual maintenance cost for IT- \$17,270 x 3.5 years</u>	<u>\$51,810</u>
Total Consultants/Contracts	\$188,310

Total Costs for Proposal	\$234,758
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**2009 RECOVERY JUSTICE ASSISTANCE GRANT
PROPOSAL APPLICATION
COVER PAGE INFORMATION**

Name of Applicant District Attorney General

Program/Project Title:	Mentoring-Based Truancy Reduction Program
Project Purpose Area:	
Federal Amount Requested:	\$226,475

The Point of Contact/Project Director will be the individual responsible for completing the required programmatic and fiscal reports for the funded project. This person will submit all required documents to the County Point of Contact or designee.

Point of Contact/Project Director:	Harold Collins
Project Director Email Address:	Harold.Collins@scdag.com
Applicant Address:	201 Poplar, 3 rd floor
Project Director Phone/Fax Number:	545-5987/545-3937

Name/Address of Collaborating Agencies

1.	Juvenile Court	Memphis City Schools
2.	University of Tennessee School of Social Work	Crichton College
3.	University of Memphis	Grizzlies Foundation
4.	Memphis Athletic Memphis	

**Provide a description of
Past LLEBG Funding**

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The following are **required** measures for awards made under the Recovery Act:

Objective	Performance Measures	Data the grantee provides for 3-month reporting period	Description (Plain language explanation of what exactly is being provided)	Goal for this project:
Recovery Act: Preserving jobs	Number of jobs saved (by type) due to Recovery Act funding.	a) How many jobs were prevented from being eliminated with the Recovery Act funding during this reporting period? b) How many jobs that were eliminated within the last 12 months were reinstated with Recovery Act funding?	An unduplicated number of jobs that would have been eliminated if not for the Recovery Act funding during the three-month quarter. Report this data for each position only once during the grant. A job can include full time, part time, contractual, or other employment relationship.	2
Recovery Act: Creating jobs	Number of jobs created (by type) due to Recovery Act funding.	How many jobs were created with Recovery Act funding this reporting period?	An unduplicated number of jobs created due to Recovery Act funding during the three month quarter. Report this data for each position only once during the grant. A job can include full time, part time, contractual, or other employment relationship.	1

15. Problem Statement

- What is the problem? Be clear but brief.
- Include data to show the scope and the size of the problem.
- Tell how the proposed program will solve the problem.
- What other programs currently exist to affect this problem?
- How will the proposed program fit with existing programs?

Habitual truancy is a significant predictor of juvenile crime and gang involvement. An analysis by the Shelby County District Attorney's Office (D.A.'s Office) indicates that, on school days, about 25 percent of all juvenile crimes are committed during school hours and in locations other than schools. These crimes are attributable to truant and suspended students. According to a 1994 report by the National School Safety Center, up to two-thirds of daytime burglaries are attributed to truants.

The two public school systems in the county (Memphis City Schools and Shelby County Schools) reported approximately twenty-nine thousand (29,000) habitual truants (defined as absent five days or more without excuse) in the school year 2003 – 2004. According to "Juvenile Offenders and Victims: 2006 National Report", published by the Office of Juvenile Justice and Delinquency Prevention (OJJDP), nearly half a million youth quit high school in 2000.

Juveniles prosecuted for major violent crimes in Shelby County rose by 21 percent in 2007 compared to 2006. This is in sharp contrast to the national trend. The "Juvenile Offenders and Victims: 2006 National Report" demonstrates that the rate of juvenile violent crime arrests has consistently decreased since 1994.

A landmark study by Public/Private Ventures found that at-risk youth with mentors were 46 percent less likely to begin using illegal drugs, 53 percent less likely to skip school, and 33 percent less likely to engage in physical fights. The study also found that young people with mentors were more likely to report positive attitudes about themselves and their families and about the prospects for the future.

The D.A.'s Office has led a three-year long pilot program to offer mentors drawn from the faith and civic community as an alternative to court proceedings for habitual truancy (five or more unexplained absences). Over the three-year pilot program, a total of 345 students were referred to the program as a result of unexcused absences. Of these, 139 students and parents/guardians agreed to enter the program. Seven students, after being matched with a mentor, missed more than five days of school; compared to nineteen students referred but not agreeing to enter the program, who continued to miss more than five days of school.

In order to expand the program from five to six Memphis City middle schools, we need to hire an additional part-time case advocate. The program has one full-time case advocate that is being paid from a grant that will be reduced by 25% in FY10 and 50% in FY11. The D.A.'s Office has included the unfunded portion of this salary and fringe benefits for this position in the budget for this grant request.

16. Project Description

- What is the overall **goal** of the project? What is the project going to do and how?
- What are the measurable **objectives** of the project?
- How will the objectives be measured?
- How does the project implementation link with the problem described above? How will it solve the problem?
- What is the target population? What area of Shelby County will be served?

The **goal** of the program is to reduce habitual truancy in Memphis City middle schools. Our **objective** is to expand the pilot mentoring program from five to six schools in the school year beginning September 2009 and add an additional part-time case advocate.

In January 2006 the mayors and law enforcement officials of Memphis and Shelby County launched a strategic initiative – OPERATION: SAFE COMMUNITY - with one ultimate goal: to make Memphis and Shelby County one of the safest metropolitan communities of its size in the country. One of the fifteen specific strategies of this initiative is to design and execute a mentoring-based truancy reduction program. The faith-based community has been called upon to provide volunteer mentors and other support services for youth. The D.A.'s Office existing three-year pilot mentoring-based truancy reduction program is a key component of this community initiative.

The D.A.'s Office has modeled its mentoring program after the evidenced-based program administered by Big Brothers Big Sisters (BBBS). BBBS has consistently demonstrated that youth who engage in mentoring programs are:

- Forty-six percent less likely to initiate drug use;
- Twenty-seven percent less likely to initiate alcohol use;
- One-third less likely to hit someone;
- Skip half as many school days;
- Feel more competent at school work and showed gains in grade point average; and
- Display better relationships with their parents and peers.

The D.A.'s Office has partnered with Memphis City Schools, the University of Tennessee School of Social Work, the University of Memphis, and Crichton College in a truancy mentoring program in five pilot middle schools: Chickasaw, Cypress, Hamilton, Hickory Ridge and Sherwood. Each middle school is assigned a case advocate drawn from the University of Tennessee, the University of Memphis, or Crichton College who works to identify students who are habitually truant from school. Once a truant middle school student is identified, the D.A.'s Office notifies the student and parent/guardian to appear at a conference with D.A.'s Office staff members in lieu of being summoned to Juvenile Court. An assistant district attorney is assigned to Juvenile Court to handle these cases. At the conference, the student and parent/guardian are normally given the opportunity to enter an agreement under which the student is matched with a volunteer mentor in lieu of prosecution. Prosecution for truancy will be deferred as long as the child and his/her family comply with the agreement. Mentors are drawn primarily from local faith-based organizations.

Our program tracks the number of truant students in the five pilot middle schools who are referred to our program and the number who agree to enter into the program. The program director establishes and maintains a file on each truant student and family who agree to enter into the program. The case advocates track activities with the mentor, grade point averages, school attendance, any problems, and other data during the time that the student is in the program. The number of truant youth who complete the program compared to the number who fail to complete it will demonstrate whether the program is diverting the truant youth.

The University of Memphis Department of Criminology and Criminal Justice has partnered with the D.A.'s Office to conduct the annual evaluation of the mentoring program and publish a formal report. Their evaluation process includes recommendations during the school year on better data collection and reporting.

17. Strategy/Activities

- Clearly, describe the activities of the program and give a timeline for implementation indicating outcomes of the activities.
- Define the role and responsibilities of each collaborating partner. List the point of contact for each agency that will be responsible for the project activities.
- Timeline format: Problem/Issue – Objectives – Activities – Person Responsible – Time Frame

Each middle school is assigned a case advocate drawn from the University of Tennessee, the University of Memphis, or Crichton College who works to identify students who are habitually truant from school. Once a truant middle school student is identified, the D.A.'s Office notifies the student and parent/guardian to appear at a conference with D.A.'s Office staff members in lieu of being summoned to court. At the conference, the student and parent/guardian are normally given the opportunity to enter an agreement under which the student is matched with a volunteer mentor in lieu of prosecution. Prosecution for truancy will be deferred as long as the child and his/her family comply with the agreement.

Mentors are recruited from the faith community and from civic/community groups within Shelby County. The program director has administrative responsibility for mentor recruitment, and the District Attorney is personally active in this effort. The program director and the juvenile court prosecutor assigned to the program conduct Mentor training. Upon completion of the training, mentors are certified. Each September, we bring in two associates of National Mentoring Network to conduct refresher training for all mentors.

Mentoring arrangements are expected to last for at least one year. There are criteria such as the number of personal contacts with the mentored youth per month, etc. Mentors are expected to identify family problems and needs, and, with the help of the case advocate, reach out to social services available, especially those in each student's neighborhood and near his or her school. Mentors also encourage the students to participate in after-school group activities offered through Memphis Athletic Ministries. These activities will include tutoring and sports activities in a safe, supervised environment.

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18. Program Evaluation

- Address the measurements you will put in place to determine the effectiveness of the proposed project.
- Indicate a clear connection of the outcomes with the problem.
- Explain what data will be collected and reported, and who will do it.
- Explain how the information will be used.

Our program tracks the number of truant students in the middle schools who are referred to our program and the number who agree to enter into the program. This data is recorded and maintained by one of our support staff assigned to Juvenile Court. The program coordinator establishes and maintains a file on each truant student and family who agree to enter into the program. The case advocates track activities with the mentor, grade point averages, school attendance, any problems, and other data during the time that the student is in the program. Each week this data is submitted to the University of Memphis for the evaluation component of the program.

The number of truant youth who complete the program compared to the number who fail to complete it will demonstrate whether the program is reducing the number of truant youth in the six middle schools.

In addition, the University of Memphis Department of Criminology and Criminal Justice has partnered with the D.A.'s Office to conduct a formal evaluation of the mentoring program. The evaluation team is responsible for participating in organizational meetings; observing processes and the development of policies and procedures; designing data collection efforts and using appropriate research methods; securing the approval of and ensuring compliance to research standards protecting human subjects; collecting and analyzing data for the purposes of evaluation; and writing evaluation reports outlining findings and recommendations.

19. Collaborative Partners/Partnerships

- List the agencies involved in the project.
- Define their role and responsibilities. What will they bring to the project?

The D.A.'s mentoring-based truancy reduction program is a collaborative effort with **Juvenile Court of Memphis and Shelby County, Memphis City Schools, the University of Tennessee School of Social Work, the University of Memphis, Crichton College, Memphis Athletic Ministries (MAM)**, faith and other community groups.

Once a truant middle school student is identified, the D.A.'s Office notifies the student and parent/guardian to appear at a conference with D.A.'s Office staff members in lieu of being summoned to **Juvenile Court**. An assistant district attorney is assigned to **Juvenile Court** to handle these cases.

Graduate students from the **University of Tennessee School of Social Work, the University of Memphis, and Crichton College** are serving as case advocates in our program. **Memphis Athletic Ministries (MAM)** offers after-school team sport activities, providing group mentoring through teams. Mentors also encourage the youth to participate in after-school and summer activities at community centers near their homes or schools.

20. Retention Plan

- Projects must plan for continuation once the grant funds cease. How will the applicant find additional funding to continue or even expand the project?
- List any supplemental funding sources.

The D.A.'s Office has requested that Shelby County government permanently fund the Program Director. Partnerships with other organizations will result in funding for the part-time case advocates.

21. Budget Narrative

Provide a brief narrative of the items contained in your Budget Detail Worksheet.

A. Personnel

The Program Director is full time and devotes 100% of his time to coordinating all activities related to the program. The two part-time case advocates are graduate students who work part-time on the program and are paid a stipend of \$9,600 per year. The full-time case advocate is partially funded by a TCCY grant and devotes 100% of her time to the program.

B. Fringe Benefits

The fringe benefit costs are budgeted using the current county benefit rates. The health insurance is for the Program Director position and is budgeted at the current county annual rate.

C. Travel

D. Equipment

E. Supplies

F. Construction

G. Consultants/Contracts

The University of Memphis, Department of Criminology and Criminal Justice, conducts the annual program evaluation and writes a formal report. The U OF M also provides guidance to staff about data collection and reporting during the school year.

H. Other

Mileage reimbursement is budgeted for the two part-time case advocates and is calculated at the current county reimbursement rate. The p-t case advocates are required to drive to and from the schools and the D.A.'s Office.

COVER PAGE INFORMATION

Name of Applicant Shelby County Drug Court

Shelby County Drug Court

Treatment and rehabilitation of drug offenders

\$270,000.00

The Point of Contact/Project Director will be the individual responsible for completing the required programmatic and fiscal reports for the funded project. This person will submit all required documents to the County Point of Contact or designee.

Angela Parkerson

Angela.parkerson@shelbycountyttn.gov

201 Poplar Ave, Suite LL-56
Memphis, TN 38103

901-545-2823/901-545-3623

Name/Address of Collaborating Agencies

1. ACAR (Alcohol & Chemical Abuse Rehab Center, Inc.)
633 Monroe; Memphis, TN 38103
2. CAAP (Cocaine Alcohol Awareness Program)
4041 Knight Arnold Rd
Memphis, TN 38118
3. ICC (Innovative Counseling and Consulting, Inc)
1420 Union Ave. Suite 230
Memphis, TN 38104
- 4.

JAG FY 08-09 \$57,920.00

1. Problem Statement

- What is the problem? Be clear but brief.
- Include data to show the scope and the size of the problem.
- Tell how the proposed program will solve the problem.
- What other programs currently exist to affect this problem?
- How will the proposed program fit with existing programs?

There is an overwhelming incidence of drug-driven crimes committed by nonviolent, drug-addicted defendants. As the “war on drugs” escalates and dockets overload with drug-involved offenders, it is apparent that incarceration alone does little to break the cycle of illegal drug use and related crimes.

Offenders sentenced to incarceration exhibit a high rate of recidivism once released. The Shelby County Drug Court opened in Division VIII of the General Sessions Criminal Court in February of 1997 to attempt to reduce the burden of those crimes on the criminal justice system.

There are over 100,000 persons arrested in Shelby County each year, and more than 70% abuse drugs or alcohol. Of this group, many are non-violent criminals who violate the law simply to support drug habits. These defendants sometimes receive light sentences or probation due to limited space in our prison system that is reserved for the most serious of crimes. Once released, many substance abusers return to the street and resume lives of crime and drug use, which leads to re-arrest.

As of March 1, 2009, the Shelby County Drug Court has graduated over 1,210 clients during its 11 years of operation. Of the 1,210 graduates of the program, only 32% have re-offended with a drug related charge compared to greater than 70% of those who have not received treatment. The Shelby County Drug Court has accepted a mandate from its community partners to increase its capacity to 300 active clients.

By providing \$270,000.00 the Shelby County Drug Court can provide increased capacity and continue to reach its goal of treating 300 active clients. The Shelby County Drug Court is the only active Drug Court recognized by the State of Tennessee in Shelby County.

Currently, the only option other than incarceration available to offenders that commit drug related offenses is probation through Pretrial Services. The Shelby County Drug Court works with Pretrial Services by allowing those offenders that violate probation with a positive drug screen the opportunity to receive more intense treatment and supervision through the Drug Court.

2. Project Description

- What is the overall **goal** of the project? What is the project going to do and how?
- What are the measurable **objectives** of the project?
- How will the objectives be measured?
- How does the project implementation link with the problem described above? How will it solve the problem?
- What is the target population? What area of Shelby County will be served?

It is the mission of the Shelby County Drug Court to advance the safety and well being of our community, to conserve justice system resources, and to heal and rehabilitate non-violent addicted offenders.

This will be achieved through referring qualified offenders to a program that is composed of comprehensive treatment and education, offender accountability, and intensive court supervision, all designed to help participants gain control of their lives and stop the cycle of recidivism caused by their addiction. In exchange for successful completion of the treatment program, the court may dismiss the original charge, reduce or set aside a sentence, offer some lesser penalty, or offer a combination of these.

The objectives will be measured by the number of offenders that complete the program and the recidivism rate.

Funding for this project will provide outpatient drug treatment for 90 clients and help move the drug court towards full capacity.

Target Population: Permanent residents of Shelby County, including Bartlett, Collierville, Germantown and Millington, aged eighteen years or older, with a drug and/or alcohol problem and a history of drug driven offenses.

3. Strategy/Activities

- Clearly, describe the activities of the program and give a timeline for implementation indicating outcomes of the activities.
- Define the role and responsibilities of each collaborating partner. List the point of contact for each agency that will be responsible for the project activities.
- Timeline format: Problem/Issue – Objectives – Activities – Person Responsible – Time Frame

The Shelby County Drug Court Treatment Program is an intensive rehabilitation and supervision program for non-violent, drug-driven misdemeanor defendants. The **one-year** program involves intervention, treatment, and rehabilitation for offenders who desire to change the circumstances of their lives and break the cycle of chronic drug addiction and dependency.

The Shelby County Drug Court is led by Judge Tim Dwyer, Division VIII - General Sessions Criminal Court. Judge Dwyer supervises the drug treatment and provides both sanctions and incentives to clients when necessary. The Shelby County Drug Court counselors interview and supervise client activity through the duration of the treatment program. Contracted treatment providers offer counseling and conduct drug screens during the program and appear in court once a week for status hearing. Members of the Drug Court team include Assistant District Attorneys, Public Defenders, Residential Grant Coordinator, Residential Grant Counselor, and the Shelby County Drug Court Advisor.

4. Program Evaluation

- Address the measurements you will put in place to determine the effectiveness of the proposed project.
- Indicate a clear connection of the outcomes with the problem.
- Explain what data will be collected and reported, and who will do it.
- Explain how the information will be used.

The Shelby County Drug Court is required to submit to the State of Tennessee the Tennessee Drug Court Annual Report. The Tennessee General Assembly signed the Drug Court Treatment Act of 2003 into law on June 13, 2003. The Drug Court Treatment Act established guidelines for all Drug Courts operating in Tennessee. Under the provision of this act, all Tennessee Drug Courts are required to submit yearly performance measures to the State of Tennessee, Office of Criminal Justice Programs. Some of these Performance Measures include:

- Number of participants admitted/enrolled
- Number of participants graduated from the program
- Number of participants terminated
- Number of graduates who had one arrest within one year of graduation
- Percentage of graduates who had at least one conviction within year one of graduation

5. Collaborative Partners/Partnerships

- List the agencies involved in the project.
- Define their role and responsibilities. What will they bring to the project?

The treatment providers implement the one-year, four phase program which incorporates intervention, treatment, and rehabilitation for offenders who desire to change the circumstances of their lives and break the cycle of chronic drug addiction and dependency.

ACAR or The Alcohol & Chemical Abuse Rehab Center, Inc. is a locally owned nonprofit. Robin Jaffe, Director of Operations, attends all weekly-required status hearings that outline the progress of each client in the program assigned to that facility.

CAAP (Cocaine Alcohol Awareness Program) is a community based nonprofit, CEO, Albert Richardson. They are located at 4041 Knight Arnold, Memphis, TN. Carolyn Branch, Court Liaison, attends all weekly-required status hearings that outline the progress of each client in the program assigned to that facility.

ICC (Innovative Counseling and Consulting, Inc.) is a community based nonprofit, CEO, Norman Miller. The facility is located at 1420 Union Ave, Suite 420, Memphis, TN. Clara Wheeler, Court Liaison, attends all weekly-required status hearings that outline the progress of each client in the program assigned to that facility.

6. Retention Plan

- Projects must plan for continuation once the grant funds cease. How will the applicant find additional funding to continue or even expand the project?
- List any supplemental funding sources.

The Shelby County Drug Court receives a portion of certain fees that are charged to drug offenders. This includes the Memphis and surrounding municipalities, including Bartlett, Collierville, Germantown and Millington.

Memphis and Shelby County Courts allow certain non-violent offenders an option to pay a fine in lieu of community service. These fines are directed to the Shelby County Drug Court minus a minimal processing fee.

Shelby County Drug Court participants are assessed fees that pay a portion of their treatment costs.

The Shelby County Drug Court Foundation is a non-profit organization that was formed to assist the Shelby County Drug Court in fundraising. Currently this Foundation has committed a total of \$50,000 to assist with drug and alcohol treatment and will contribute \$25,000 for fiscal year 2009.

The Shelby County Sheriff's Department has made contributions for the past two years to the Shelby County Drug Court in the amount of \$100,000.00. They will continue to fund this amount for Fiscal Year 2009. These funds will be used to pay for treatment of the Drug Court clients to the Treatment Providers.

Memphis Police Department has also made contributions in the past to the Shelby County Drug Court. Last fiscal year in the amount of \$250,000.00 and they will continue to fund this amount for Fiscal Year 2009. These funds will be used to pay for treatment of the Drug Court clients to the Treatment Providers.

Governor Phil Bredesen has allocated funds from the State of Tennessee earmarked for Shelby County, in the amount of \$500,000.00 annually, for a residential drug court program. This program is to continue until further notified.

The Office of Criminal Justice Programs provides funding by allocating \$225,000 over three years as the Shelby County Drug Court monitors a program for an "at risk" population of mothers addicted to drugs and alcohol. This is designed to help mothers who have been struggling in the traditional outpatient program by providing gender based, intensive outpatient counseling. Fiscal year 2009 is the third year of the grant.

7. Budget Narrative

Provide a brief narrative of the items contained in your Budget Detail Worksheet.

A. Personnel

B. Fringe Benefits

C. Travel

D. Equipment

E. Supplies

F. Construction

G. Consultants/Contracts

The three providers must operate a four phase intensive outpatient program and provide random drug screening. The classes consist of addiction treatment, anger management, and the physical and psychological effects of drug use, 12 step work, parenting classes, and job seeking classes. Individual counseling is provided as needed. In addition, the providers collect UDS, saliva swab testing, and breathalyzer testing on site. All UDS are sent to the laboratory for testing. The results are reported to the court.

H. Other

2009 RECOVERY JUSTICE ASSISTANCE GRANT
Revised 2009-04-06 PROPOSAL APPLICATION
COVER PAGE INFORMATION

Name of Applicant: Shelby County Division of Community Services on behalf of Memphis Child Advocacy Center

Program/Project Title:	Family Safety Center of Memphis and Shelby County (FSC)
Project Purpose Area:	Improve or enhance: Law enforcement programs, Prosecution and court programs, Prevention and education programs, Crime victim and witness programs.
Federal Amount Requested:	Deadline: \$353,700.00

The Point of Contact/Project Director will be the individual responsible for completing the required programmatic and fiscal reports for the funded project. This person will submit all required documents to the County Point of Contact or designee.

Point of Contact/Project Director:	Connie Ross
Project Director Email Address:	cross@memphiscac.org
Applicant Address:	1085 Poplar Ave.
Project Director Phone/Fax Number:	901-888-4367

Name/Address of Collaborating Agencies

1. Shelby County Crime Victims Center 600 Adams Avenue, 38105
2. Memphis Police Department 201 Poplar Avenue, 12th Floor, 38103
3. Shelby County District Attorney 201 Poplar Avenue, 3rd Floor, 38103-1947
4. Shelby County Sheriff's Office 201 Poplar Avenue, 9th Floor, 38103

Provide a description of Past LLEBG Funding	None
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The following are **required** measures for awards made under the Recovery Act:

Objective	Performance Measures	Data the grantee provides for 3-month reporting period	Description (Plain language explanation of what exactly is being provided)	Goal for this project:
Recovery Act: Preserving jobs	Number of jobs saved (by type) due to Recovery Act funding.	a) How many jobs were prevented from being eliminated with the Recovery Act funding during this reporting period? b) How many jobs that were eliminated within the last 12 months were reinstated with Recovery Act funding?	An unduplicated number of jobs that would have been eliminated if not for the Recovery Act funding during the three-month quarter. Report this data for each position only once during the grant. A job can include full time, part time, contractual, or other employment relationship.	1
Recovery Act: Creating jobs	Number of jobs created (by type) due to Recovery Act funding.	How many jobs were created with Recovery Act funding this reporting period? The FSC will hire 8 FT and 1 PT within calendar year 2010.	An unduplicated number of jobs created due to Recovery Act funding during the three month quarter. Report this data for each position only once during the grant. A job can include full time, part time, contractual, or other employment relationship.	8 FT 1 PT

1. Problem Statement

- What is the problem? Be clear but brief.
- Include data to show the scope and the size of the problem.
- Tell how the proposed program will solve the problem.
- What other programs currently exist to affect this problem?
- How will the proposed program fit with existing programs?

Domestic violence crime is epidemic in Memphis and Shelby County. Local law enforcement receives more than 60,000 domestic violence 911 calls annually. In 2007, sexual assault and domestic violence crimes increased significantly, despite the overall decrease in crime in Shelby County. In 2008, there were 35 domestic violence homicides that included 14 children. Citizens Dispute, the entry point for filing order of protection petitions, reported an average of more than 400 temporary orders issued monthly.

Currently domestic violence victims must travel to as many as three to eight or more agencies in order to address comprehensive service needs after an assault. At the same time, governmental and non-profit agencies that provide services to victims of domestic violence spend numerous hours in efforts that sometimes duplicate one another's work. Agencies conduct intakes on victims, efforts that are repeated when one victim seeks services from multiple agencies. Agencies spend valuable staff time, which translates into valuable resources, attempting to coordinate services to victims between agencies. Gaps exist where one agency might not provide a specific service and a referral is not made, or where the victim does not follow-through on a service referral. Law enforcement officials and district prosecutors experience difficulties in follow-through for adjudication of domestic violence crimes. A victim who wants to secure a protective order must go to the Criminal Justice Center lower level to access this service, must navigate large crowds, and may have to spend several hours waiting in the same area in which respondents are waiting. Once an Order of Protection is granted, the victim must wait one to three hours for the paperwork to be processed and a copy of the temporary order is issued. Currently, victims of domestic violence must seek medical treatment at a hospital or private health care provider, independent from the evidentiary process associated with the crime investigation. Victims of domestic violence frequently move from the reported home address, making follow-up from law enforcement difficult. Victims may "drop out" of the prosecutorial process due to fears of retaliation from the abuser, fear that the victim she will not be believed, and fear of financial repercussions that may result with incarceration of the assailant.

The Family Safety Center addresses these problems by providing a centralized point of entry for children and adults experiencing family violence where prosecutorial, judicial, advocacy, counseling, and other support services are available and where program partners collaborate and coordinate the delivery of services to meet the individual victim's identified needs.

There is currently no other program in Memphis and Shelby County that provides family violence victims access to all of these services in one location. The FSC will not duplicate current services, but will provide case intake through client "navigators" who will help the victim assess service needs, such as an ex parte protective order or emergency housing, coordinate appointments for follow-up services and schedule meeting times with the specific program partners, all in one initial visit to one location. The FSC will collaborate with program partners in the development of program operations and information sharing protocols that will result in improved case management, a fluid exchange of information and resources and provide collaborative support for victims and children involved in family violence.

2. Project Description

The overall goal of the Family Safety Center is to ensure the safety and healing of domestic violence victims through easily accessible, coordinated, and comprehensive services. The services available at

the Family Safety Center are essential services needed by those experiencing family violence. The FSC will move toward accomplishing this goal by focusing on the following goals and objectives:

Goal One: Execute all Memorandums of Understanding with all project partners by October 1, 2009. Project funding is contingent upon full execution of all MOU's.

Goal Two: The FSC will open for full service to victims of family violence by January, 2010.

Measurable Objectives

1. Identify suitable locations, complete due diligence evaluations, obtain renovation cost estimates and select a site by July 1, 2009;
2. Raise \$750,000 to secure the \$750,000 City matching funds for location renovations by April 30, 2010;
3. Secure commitment of operating funds of \$3,849,260 by September 30, 2012.
4. Secure a contract for program evaluation by October 1, 2009
5. Complete operations protocols by October 1, 2009
6. Hire FSC staff according to budget time line;
7. Open the doors for "soft," limited intake for services on November 1, 2009 and for full services on January 4, 2010.

Goal Three: Develop a four year sustainability action plan for the FSC.

Measurable Objectives

1. Build into administrative operations, on-going self-assessment practices and professional development programs for staff;
2. Obtain professional fundraising expertise (contract or employee);
3. Develop strategic marketing materials about the FSC;
4. Continue to strengthen engaged support of community leaders;
5. Diversify funding sources;
6. Create collaborative fund-raising event with program partners

The target population is any victim of domestic violence. Women are the primary victims. The majority of women seeking services have children who have been exposed to the abuse and also need services. A 2002 University of Tennessee Health Sciences Center conducted a telephone survey of 2500 women in Memphis and Shelby County. The survey revealed that 14% reported physical abuse in a current romantic relationship; 16% reported that a past partner had threatened to kill them; 9% reported sexual abuse by a past romantic partner, and 14% reported having experienced childhood sexual abuse. Female victims ranged in age from 16 to over 60 (median age 31), race/ethnicity estimated at 82% African- American, 16% White, 1.5 % Latino and 0.5%t other racial/ethnic groups. Shelby County will be served.

4. Strategy/Activities

- Clearly, describe the activities of the program and give a timeline for implementation indicating outcomes of the activities.
- Define the role and responsibilities of each collaborating partner. List the point of contact for each agency that will be responsible for the project activities.
- Timeline format: Problem/Issue – Objectives – Activities – Person Responsible – Time Frame

Timeline				
Problem/Issue	Objectives	Activities	Party Responsible	Time Frame
Provide safe, rapid process for issuance of ex parte protective orders	Move Citizens dispute to FSC and issue ex parte orders on site	Research necessary technology and law for remote filing and issuance Engage program partners and stakeholders in planning process for change Write shared protocol for new system	Crime Victims Center and FSC FSC - stakeholder work group FSC	May 1 – Aug. 1 2009
FSC is a centralized point of entry for children and adults experiencing family violence where prosecutorial, judicial, advocacy, counseling, and other support services are available	Provide site for co-location of law enforcement, prosecution, and social service for victims of family violence	Identify site Negotiate lease terms Contract for build-out Secure capital funds	FSC FSC FSC FSC	May 1 - Oct. 30, 2009
Victims of family violence are safer and from holistic collaborative delivery of services	Provide multidisciplinary protocols for the delivery of services to meet the individual	Develop process and set schedule of planning sessions..	Asst. DA will be lead organizer and FSC will coordinate planning	June 1 Aug. 31, 2009

	victim's identified needs.		Program partners and stakeholders will participate in planning. Service providers will sign memorandum of agreement on protocols	
Sustainable funding is needed for the public// private partnership.	Utilize memorandum of agreement for shared costs with public partners	Share information about budget process and time frame for inclusion of government budgets Build strong relationships with all branches of local government	FSC and government leadership	ongoing

5. Program Evaluation

- Indicate a clear connection of the outcomes with the problem.
- Explain what data will be collected and reported, and who will do it.
- Explain how the information will be used.

An initial short-term evaluation will assess victim satisfaction with the support provided in helping victims determine needs and assessing satisfaction with how easily services needed were accessed. Results will be available six months after the opening of the FSC and every six months thereafter. Other immediate measurable outcomes will be the length of time for the issuance of temporary protective orders, impact on the number of victims seeking services. This data will be used in the on-going evaluation to assure adequate availability of important services and assuring effective program operation.

A long term evaluation, an essential component of the program, will measure the broader impact on domestic violence in terms of the safety, autonomy and quality of life of abuse victims and their children, recidivism of batterers and successful prosecution of domestic violence crimes. Since early evaluations of co-location of services have been shown to have a preventative impact on family violence, the long term evaluation will include a cost benefit analysis component. This evaluation conducted by a local university or experienced evaluation professional consultant such as Philliber and Associates.

6. Collaborative Partners/Partnerships

- List the agencies involved in the project.
- Define their role and responsibilities. What will they bring to the project?

Area criminal justice agencies, law enforcement officials, human services officials, health services providers, and victim services providers bring to the FSC multidisciplinary, centralized point of entry their specific service delivery to victims and their families. Cooperating organizations expressing interest in the FSC include, but are not limited to: Le Bonheur Children's Medical Center, Le Bonheur Center for Children and Families, the City of Memphis Sexual Assault Resource Center, the College of Nursing at the University of Memphis, the YWCA of Greater Memphis, the Shelby County Crime Victims Center, the Shelby County Domestic Violence Council, the UT-Memphis Department of Preventive Medicine, the Domestic Violence Prosecution Unit of the District Attorney's Office, Partners for the Homeless, the Memphis Police Department, the Shelby County Sheriff's Office, Shelby County Citizens Dispute Services, Family Services of Memphis, the Exchange Club Family Center, Memphis Area Women's Council, Catholic Charities Domestic Violence Project, Agape Family Services, Memphis Area Legal Services and MIFA, all of which were partners in creating the business plan. Thirteen of those agencies have written intentions to have staff on-site. In 2006, implementation of the Family Safety Center plan became an anti-crime strategy of Operation Safe Community (OSC), broadening the partnership base to include Memphis Tomorrow and the Memphis Crime Commission.

7. Retention Plan

- Projects must plan for continuation once the grant funds cease. How will the applicant find additional funding to continue or even expand the project?
- List any supplemental funding sources.

The FSC is a public-private partnership. Continuation funding beyond JAG funding will be requested from the General Operations budgets of Shelby County and City of Memphis. The allocation of expenses will be based on the relative number of city and county employees co-housed at the FSC. The probability that units of government will fund the FSC will increase as expected, quantifiable results/outcomes are shown through the reporting and evaluation processes. In addition to the public funds, the aggressive strategy to raise private dollars will continue, with the 10 year goal of 50 % of funding from private sources and 50% funding from government (city, county, state and federal).

Current supplemental funding is a City of Memphis challenge grant of \$750,000 available until April, 2010 with the receipt of matching funds for tenant improvement and other capital needs. Toward that challenge, \$50,000 private funds have been raised since February 2009. In addition the justice department arrest grant will pay \$95,000 toward staffing in fiscal year 2010. Long term supplemental funding sources are expected to be from federal sources such as Victim of Crime Act Funding and other funds administered in Tennessee by the Office of Criminal Justice Programs within the TN Department of Finance & Administration.

2. Budget Narrative

Provide a brief narrative of the items contained in your Budget Detail Worksheet.

A. Personnel

B. Fringe Benefits

C. Travel

D. Equipment

E. Supplies

F. Construction

G. Consultants/Contract

Funds in the amount of \$30,0000 will be used to pay to have Strategic Plan developed

H. Other

Janitorial/Maintenance is estimated to cost \$24,600.00 (\$1025 per month for 24 months) 24,600.00, Rent is estimated to cost \$228,000.00 (9,500 sq ft at \$12.00 sq. ft for 24 months), Telephone/Internet is estimated at \$60,799.92 (\$2,533 per month for 24 months) and Insurance is estimated at \$10,300.08 (\$429.17 per month for 24 months) for a total of \$323,700.00

**2009 RECOVERY JUSTICE ASSISTANCE GRANT
PROPOSAL APPLICATION
COVER PAGE INFORMATION**

Revised 4/6/09

Name of Applicant Juvenile Court of Memphis and Shelby County

Program/Project Title:	Improving Court and Detention Services
Project Purpose Area:	Planning, Evaluation, and Technology Improvement Programs
Federal Amount Requested:	\$871,634

The Point of Contact/Project Director will be the individual responsible for completing the required programmatic and fiscal reports for the funded project. This person will submit all required documents to the County Point of Contact or designee.

Point of Contact/Project Director:	Sherry Schedler
Project Director Email Address:	Sherry.Schedler@shelbycountyttn.gov
Applicant Address:	616 Adams Avenue, Memphis, Tennessee 38105
Project Director Phone/Fax Number:	901-405-8526/901-405-8839

Name/Address of Collaborating Agencies

1. Shelby County Government (Purchasing, Human Resources) North Main, Memphis, TN 38103
2. Memphis City Schools, 2597 Avery, Memphis, Tennessee 38114
3. Shelby County Schools, 160 N. Hollywood, Memphis, TN 38114
4. Juvenile Court Clerk's Office, 616 Adams, Memphis, TN 38105

Provide a description of Past LLEBG Funding	Computer hardware/software; Security Equipment; Specialized staff training-Training Coordinator Position; psychological supplies etc.
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The following are **required** measures for awards made under the Recovery Act:

Objective	Performance Measures	Data the grantee provides for 3-month reporting period	Description (Plain language explanation of what exactly is being provided)	Goal for this project:
Recovery Act: Preserving jobs	Number of jobs saved (by type) due to Recovery Act funding.	a) How many jobs were prevented from being eliminated with the Recovery Act funding during this reporting period? 7--Vendors b) How many jobs that were eliminated within the last 12 months were reinstated with Recovery Act funding? 0	Unduplicated number of jobs that would have been eliminated if not for the Recovery Act funding during the three-month quarter: Job Type-7 Vendors Utilized-- Camera System, Electronic Key Control, LobbyGuard Kiosks, Recreation Supplies, Television Monitor, Video & DVD	Improve Court and Detention Services; improve safety & educational opportunities for youth in Detention.
Recovery Act: Creating jobs	Number of jobs created (by type) due to Recovery Act funding.	How many jobs were created with Recovery Act funding this reporting period? 1	New Job Created- 1: A full time Recreation Director for <u>3</u> years	Plan & implement daily physical recreation & activities with detainees

1. Problem Statement

Juvenile Court of Memphis and Shelby County is one of the largest specialized courts in the nation and serves children and families of the largest county in the State of Tennessee. Juvenile Court operates a hardware secure facility 24 hours daily, 7 days weekly for juvenile defendants and detainees.

The Office of Juvenile Justice and Delinquency Prevention (OJJDP) Statistical Briefing Book revealed the juvenile arrest rate for violent crime in 2004 was 31% below its peak in 1996, reaching its lowest level in 17 years. Between 1985 and 2003, however, the total number of delinquency cases handled by juvenile courts increased 42%. During this period, the number of drug offense cases increased 153%, public order offenses increased 121%, and person offenses increased 118%. In comparison, the number of property offense cases declined 12%. Locally, Operation: Safe Community's February 2009 Report advised property and violent crime in 2008 were both down 5.3% since 2006 in Shelby County.

Juvenile Court's statistics correspond to fluctuating local, state, and national trends. The Court's data reveals a slight decrease in the number of total juvenile complaints in 2008, down 3.06%. Conversely, serious and violent offenses increased from 1,116 in 2007 to 1,241 in 2008, up 11.2%. A total of 12,128 delinquency cases came to the attention of the Court in 2008; a decrease of 1.75% from 12,344 in 2007. The Court recorded a decrease in juveniles charged with Murder-1st Degree, 12 in 2007 to 5 in 2008, down 58.3%. Incidents of Aggravated Robbery declined from 258 in 2007 to 225 in 2008; reflecting a 12.8% decrease. Incidents of Aggravated Assault increased from 278 in 2007 to 291 in 2008, up 4.7%. Incidents of Aggravated Burglary increased sharply from 391 in 2007 to 503 in 2008 representing a 28.6% increase. Carjacking also reveals a dramatic increase from 18 in 2007 to 43 in 2008, up 138.9%.

Offenses of Special Concern in Juvenile Court records also reiterate fluctuating trends. In 2008, drug related incidents were down 9% from 1,594 in 2007 to 1,450 in 2008; alcohol related incidents increased 8.2% from 415 in 2007 to 449 in 2008 and sex related complaints/incidents decreased 18.6% from 210 in 2007 to 171 in 2008.

Additional noteworthy statistics include: total offenses against persons up 8.4% from 3,689 in 2007 to 3,998 in 2008; total offenses against property increased 2.6% from 4,400 in 2007 to 4,515 in 2008. Domestic violence offenses have shown a dramatic upsurge over the past 4 years. The variance may partly be attributed to change in the Tennessee Code amending the charge from simple to domestic assault if the offense occurred in the home. In 2008, there were 726 youth brought to the Court on domestic assault, up 23.7% from 587 in 2007. Since 2005, we have seen a 315% increase in domestic assaults brought to the Court's attention.

Serious offenses committed by females in Shelby County decreased slightly from 110 in 2007 to 106 in 2008, down 3.6%. Delinquent females placed in the custody of Youth Services Bureau (YSB) or Tennessee Department of Children's Services (Corrective Services) also decreased from 162 in 2007 to 112 in 2008, down 30.9%. In its Juvenile Offenders and Victims: 2006 National Report, The Office of Juvenile Justice and Delinquency Prevention (OJJDP), Office of Justice Programs (OJP)/U.S. Department of Justice (DOJ) reported the female proportion of juvenile arrests increased substantially between 1980 and 2002 for aggravated and simple assault, burglary, larceny-theft, motor vehicle theft, vandalism, weapons law violations, liquor law violations, and curfew and loitering violations (p.128). Juvenile Court statistics reveal total female offenses remain slightly decreased or at the same level throughout most categories in 2008. The only substantial increase seen in female offenses in 2008

were transfers to Criminal Court for trial as an adult. In 2007, 8 female offenders were transferred, whereas 11 were transferred in 2008, up 37.5%

In keeping with the reduction in the number of children referred to the Court for delinquent offenses, the Court's pretrial Detention Center experienced a 3.129% decrease in admissions. In 2008, 8,349 youth were admitted to the Detention Center, down from 8,618 in 2007. The Detention Center's reduced admissions reflect a concerted effort by this Court and community partners to rely upon detention for only the most serious offenders. The Detention Assessment Tool (DAT) continues to be utilized to further analyze the necessity of holding a child in secure detention. This instrument allows detention staff to more objectively determine whether a child may be a threat to self or the community. Less serious offenders are immediately released to their parents or guardians or diverted to community programs to avoid contact with the more serious elements of juvenile crime. The Court constantly strives to maintain a delicate balance between the least restrictive placement of a child and the safety of the child and the community. Juvenile Court of Memphis and Shelby County is the only Court in the State utilizing the DAT.

During 2008, this Court handled a total of 18,197 children's cases- 12,128 delinquent, 1,609 unruly and runaway, 3,729 dependent and neglected, 655 other-custody cases, and 76 traffic offenses (summoned/taken into custody). Total children's cases handled are down 9.26% from 2007. The Court placed 696 children in the Protective Custody and 259 in Corrective Custody of the Tennessee Department of Children's Services (DCS). DCS Corrective custody placements are up substantially due to the State of Tennessee terminating the contract with Juvenile Court in July 2008 for YSB residential care and treatment. Despite contract termination, 791 youth were diverted from State custody due to placement in YSB, down 19.7% from 2007. The Court transferred 225 juveniles charged with serious crimes to be dealt with as adults in Criminal Court in 2008, up 44.23% from 156 in 2007.

This Court continues the guiding principle of "local solutions for local problems." Professional staff relies heavily on our local community to address the root cause of the child's presenting complaint to prevent further progression within the justice system. In keeping with this principle, juvenile detention alternatives and reform, and best practice research, the Court proposes to address the following JAG Program Purpose Area (PPA):

- **Planning, evaluation and technology improvement programs**

We propose to apply the above-named PPA in one project, **Improving Court and Detention Services**. This project will enable the Court to effectively and efficiently address issues to proactively identify solutions, improve programming to detainees, increase safety by replacing outdated equipment and technology, with a goal of decreasing juvenile delinquency and improving service delivery to children, families, and the public. This project directly addresses the purpose of the American Recovery and Reinvestment Act of 2009 (Public Law 111-5) (the "Recovery Act" and by 42 U.S.C. 3751(a) to preserve and create jobs and promote economic recovery; to assist those most impacted by the recession; to provide investments needed to increase economic efficiency by spurring technological advances in science and health; to invest in transportation, environmental transportation, and other infrastructure that will provide long-term economic benefits; and to stabilize State and local government budgets, in order to minimize and avoid reductions in essential services and counterproductive State and local tax increases (us.ojp.usdoj.gov/recovery/solicitation_requirements.htm). There are no local dollars available to fund these critically needed resources.

As Juvenile Court continues implementation of components of the national model, The Annie E. Casey Foundation's Juvenile Detention Alternatives Initiative (JDAI), **Improving Court and Detention Services** support various elements of this national best practice as well as the Recovery Act. With

increasing complexity, severity, and diversity of children and families served, we continually strive to improve service delivery. The Court endeavors to accomplish project goals by providing staff with up-to-date resources, increasing staff to improve detainee programming, provide supplies, and technology and equipment to improve safety. The project further supports the overarching goals of JDAI to improve the juvenile justice system. Some examples are:

- JDAI promotes changes to policies, practices, and programs. Core strategies are reducing reliance on secure confinement, improve public safety, reduce racial disparities and bias, save taxpayer dollars, and stimulate overall juvenile justice reform. (acef.org, 2009)
- Juvenile justice should help court-involved youth overcome their problems, build on their strengths, and succeed in life. (Mendel, 2007)
- Objective decision making tools promote fairness. (Mendel, 2007)
- It is important for juvenile facilities to provide activities and support youth need for healthy development. (Burrell et, al 1998)
- Youth need opportunities to constructively channel their energy, to demonstrate competence, to develop social skills etc. (Burrell et. al.1998)
- In determining appropriate conditions for juvenile facilities, it is crucial to recognize detained youth are different from adults. Conditions or practices considered acceptable for mature adults may not be acceptable for this population. (Rousch,1998)
- JDAI was designed based on the notion that detention reform was but an entryway to overall system change, a way to make juvenile justice systems smarter, fairer, more efficient and more effective. (acef.org., 2009)

2. Project Description

Security Camera System Upgrade- The Court's current security camera system is obsolete and no longer supported to upgrade to a Windows XP operating system. The system is responsible for visual image security and tracking of the building and grounds. An upgrade to a super display model incorporating all correctional security functions such as fire, door lock control, Closed Circuit TV (CCTV) recording, into one system is greatly needed. The current system is comprised of three different systems attempting to function together. One company may only repair the security function, since many installed components are designed and owned by them. The CCTV system is no longer supported by all three. Purchasing a state of the art, off the shelf system provides the flexibility to use a maintenance contractor for all system components, as well as ownership of the equipment. It would replace outdated equipment with a state of the art, more reliable system while merging the Court, Detention, Judicial, and Juvenile Court Clerk systems into one efficient security system. Due to drastic budget cuts, there are no local funds available for this much needed system upgrade.

Project Goal: Improve safety inside the building and on Juvenile Court grounds.

Project Objectives: Improve staff's ability to insure safety in and around the Court by adding an updated Security Camera System replacing an outdated, fragmented system.

Measurable Objectives are not specifically applicable as this is "equipment". Measurable objectives will be determined on how funds were utilized in Detention Services.

Target Population: All staff and citizens entering Juvenile Court building, Detention, and grounds.

Electronic Key Control System – An electronic key control system is needed to increase security and insure keys assigned to Detention are recorded using key management through access codes, biometrics, magnetic, and proximity cards. The system would prevent unauthorized access to building and vehicle keys and also provide data for audits and tracking. Due to drastic budget cuts, there are no local funds available for this much needed system.

Project Goal: Improve Court safety for keys assigned to Detention Center using Electronic Key Control with tracking capabilities to prevent unauthorized access.

Project Objectives: Enable staff to track and protect keys assigned to the secure area.

Measurable Objectives are not specifically applicable as this is "equipment". Measurable objectives will be determined on how funds were utilized in Detention Services.

Target Population: Any individual requesting a key assigned to Detention Services or attempting to use a key without proper authorization.

Three (3) LobbyGuard Kiosk Package Systems- LobbyGuard Kiosk is a computerized visitor management system designed to help public and private institutions maintain control and more effectively manage visitor activity. The user-friendly touch-screen guides the visitor through the sign-in process. Quickly and efficiently, the visitor's information and photograph are captured and stored in a secure, historical database. The information is scanned against "available" police department lists of wanted criminals, sex offenders and those with orders of protection, if connectivity is secured. If indicated, a "red flag" message notifies staff and rejects visitor's entry. The touch-screen captures pertinent information regarding each visitor including the individual's name, affiliation, photograph, date, time and duration of visit. LobbyGuard prints the captured information on an "easy to see" visitor badge will allow staff to identify visitors at a glance. The system will be used for two (2) entrances in the main lobby of the Court and one (1) outside Detention Services to augment a previous Kiosk System purchase. The Kiosk Systems are a safeguard to citizens, as well as a documenting mechanism that increases safety. The package contains software, visitor badges, installation, training, and software support. **Additional system supplies** to be purchased in the package include visitor badges/labels and frequent visitor passes to insure the system is operational over the life of the grant. LobbyGuard is currently used by the State of Tennessee, Department of Children's Services, as well as many other governmental agencies. Due to drastic budget cuts, no local funds are available.

Project Goal: Improve safety in and around the Court for children, families, citizens, and visitors.

Project Objectives: Capture pertinent visitor information for those entering the Court and Detention and produces an "easy to see" visitor badge allowing staff to identify each at a glance. The system will be used at three (3) entry areas to improve safety to youth in Detention, citizens, and staff.

Measurable Objectives are not specifically applicable as this represents "equipment and supporting supplies". Measurable objectives will be determined on how funds were utilized in Detention and Administrative Services.

Target Population: Visitors to Juvenile Court, the public, staff, and anyone entering the Court and secure area of Detention Services Bureau.

Flat Screen Television Monitor with Video/DVD Components/Supplies- A flat screen, large HDTV television monitor with Video/DVD components are needed to enhance educational instruction to youth in Detention. This video system package would be used for educational programming to youth and can be interfaced with a computer terminal by instructor for educational software/curriculum demonstrations. Due to drastic budget cuts, there are no local funds available.

Project Goal: Improve educational programming for youth in Detention.

Project Objectives: Enhance instructor's ability in educational programming for detainees.

Measurable Objectives are not specifically applicable as this represents supplies. Measurable objectives will be determined on how funds were utilized in Detention Services.

Target Population: All youth in Juvenile Court Detention attending educational/instructional classes.

Recreation Director and Recreation Supplies: Juvenile Court Detention is currently seeking American Correctional Association (ACA) Accreditation. ACA Standard 3-JDF-5E-01 states that a facility of 50 or more juveniles should have a full-time, qualified recreation director who plans and supervises all recreation programs. Facilities of less than 50 juveniles have a staff member trained in recreation or a related field. The Recreation Director will plan, supervise, and implement daily recreational activities improving the child's health, well being, and physical fitness while in our facility. Recreational supplies will directly support the position with items for instruction, such as basketballs, physical fitness supplies, etc. Due to Shelby County's hiring freeze, this position is unable to be considered although very much needed. Pursuant to the Recovery Act purpose, this position will create and preserve a job for one individual for a 3 year period impacting thousands of youth annually.

Project Goal: Plan, supervise, and implement daily physical recreation and activities with detainees.

Project Objectives: Improve programming and services to youth in Detention.

Measurable Objectives: Employee performance is evaluated at regular intervals subsequent to Shelby County's Human Resources Standard Employee evaluation. Daily attendance logs of youth served will be kept.

Recreational Supplies Program evaluation is not applicable as this represents "supplies" to directly support the position. Measurable objectives will be gathered on how the money was expended. Other reports to be submitted on program activity as requested.

Target Population: All youth housed in Juvenile Court Detention on a daily basis.

4. Collaborative Partners/Partnerships

Detention Services Bureau collaborates with other local, regional, and national agencies; including law enforcement entities (Memphis Police Department, Shelby County Sheriff's Department, and other metropolitan police departments), U.S. Law Enforcement, other courts, clinicians, universities, local school systems, volunteers, and child serving agencies to share expertise and exchange information to more effectively serve children and families.

The Court's **Management Information Systems (MIS)** will be involved in all aspects of technology system enhancements via the Court's Computer Center to provide information systems expertise and troubleshooting. MIS Staff collaborates with internal staff at all levels, both local school systems, outside agencies and individuals in interagency projects as well as specialized data requests from agencies including but not limited to the State of Tennessee, Administrative Office of the Courts, Shelby County Government, local law enforcement, both local school systems, The University of Memphis, university researchers, nonprofits etc.

The Juvenile Court Clerk's office will be a collaborator as they occupy space in the building and are involved with building and grounds security. They will provide law enforcement and security assistance and expertise.

Collaboration on all projects includes but is not limited to **Juvenile Court Administrative Services** providing administrative support and assistance; **Shelby County Government (SCG)** Purchasing, outside vendors and bidders approved by SCG, Human Resources for hiring of Recreation Director, and Grants Management for reporting as mandated by the grant etc.

5. Retention Plan

Continuation funding for projects beyond **2009 Recovery JAG funding** will be requested through the General Operations Budget of Shelby County Government. There are no supplemental funding sources for the specifically requested items as described in this proposal.

6. Budget Narrative

Provide a brief narrative of the items contained in your Budget Detail Worksheet.

A. Personnel

Recreation Director is needed for planning, supervising, and implementing daily physical and recreational activities improving the child's health, well being, and physical fitness while in our facility. Due to Shelby County's hiring freeze, this position is unable to be considered although very much needed. Subsequent to the Recovery Act, this will preserve and create a job for a 3 year period which will impact thousands of youth annually.

Total Cost: \$120,000 (Computation-\$40,000 X 3 years = \$120,000)

Total Cost-Personnel-\$120,000

B. Fringe Benefits

Fringe Benefits for the Recreation Director assigned to Detention Services Bureau as required for position over the 3 year grant period. Standard Fringe Benefits include Pension, OPEB, FICA, MQFE Medicare, Group Life Insurance, Long Term Disability, OJI Expense, Unemployment, and Health Insurance (Annual Rate)

Total Cost: \$ 47,045 (Computation: approximately 30%; \$5058 X 3 years X 1 \$47,045)

Total Cost –Fringe Benefits- \$47,045

(Total Personnel & Fringe Benefits- \$167,045)

C. Travel : NA

D. Equipment

Security Camera System Upgrade will replace outdated, fragmented equipment with a state of the art, faster, more reliable system and combine the Court, Detention, Judicial, and Juvenile Court Clerk systems into one current security system. The camera system will improve safety inside and on Juvenile Court grounds to all and can be remotely accessed in the event of an emergency. Includes display systems, digital video recorders, cameral, logic controllers, software upgrade, and installation.

Total Cost: \$650,000

Three (3) LobbyGuard Kiosk Package Systems will enable the Court to capture pertinent visitor information for those entering the Court and Detention. System produces an "easy to see" visitor badge allowing staff to identify each at a glance. The system will be used at three (3) entry areas to improve safety to youth in Detention, citizens, and staff. Each package includes visitor badges, onsite installation and training, software and technical support, shipping, handling, and insurance.

Total Cost: \$ 24,525 (Computation- 3 systems X 8,175 each =\$24,525)

Electronic Key Control System will enhance security by insuring keys assigned to Detention are recorded using "key management: through access codes, biometrics, magnetic, and proximity cards. Electronic Key Control System will increase safety by enabling staff to track and protect keys assigned to secure area.

Total Cost: \$12,000

Total Cost-Equipment- \$686,525

E. Supplies:

Flat Screen Television Monitor will enhance educational instruction to youth in Detention, along with the requested Video/DVD components/supplies. The television monitor would be used for educational programming to youth and can be interfaced with a computer terminal by instructor for educational software/curriculum demonstrations. Purchase will improve educational programming and enhance instructor's ability to provide meaningful educational opportunities for youth in Detention.

Total Cost: \$4,500

Video/DVD Components-- Video/DVD components will enhance educational instruction to youth in Detention, along with requested flat screen television monitor. Video system package would be used for educational programming to youth and can be interfaced with a computer terminal by instructor for educational software/curriculum demonstrations. Purchase will improve educational programming and enhance instructor's ability to provide meaningful educational opportunities for youth in Detention.

Total Cost: \$500.00

Recreation Supplies - Recreational supplies will directly support the position with items for instruction, such as basketballs, physical fitness supplies, and other items identified by Recreation Director to provide meaningful activities to youth in Detention.

Total Cost: \$5,000

LobbyGuard Kiosk Package Supplies- LobbyGuard supplies are necessary to directly support the operation of LobbyGuard Kiosk Package System. Supplies include badges and frequent visitor key tags.

Total Cost: \$8,064 (Computation- \$504 (case of badges) + \$168 (Frequent Visitor Pass Key Tags) X 3 machines X 4 years = \$8,064)

Total Cost-Supplies: \$18,064

F. Construction : NA

G. Consultants/Contracts: NA

H. Other: NA

**2009 RECOVERY JUSTICE ASSISTANCE GRANT
PROPOSAL APPLICATION
COVER PAGE INFORMATION**

Name of Applicant Shelby County Pretrial Services (revision)

Program/Project Title:	Shelby County Pretrial Services Mental Health Advocate Unit
Project Purpose Area:	Treatment and Release of mentally ill inmates
Federal Amount Requested:	\$260,034.00

The Point of Contact/Project Director will be the individual responsible for completing the required programmatic and fiscal reports for the funded project. This person will submit all required documents to the County Point of Contact or designee.

Point of Contact/Project Director:	Janice Mosley
Project Director Email Address:	Janice.Mosley@shelbycountyttn.gov
Applicant Address:	201 Poplar, Suite 8-01, Memphis, TN 38103
Project Director Phone/Fax Number:	545-2500 / 545-4551

Name/Address of Collaborating Agencies

1. Shelby County Public Defender Office – 201 Poplar 2nd floor, Memphis, TN 38103
2. Shelby County Sheriff's Office – 201 Poplar, Suite 9-23, Memphis, TN 38103
3. _____
4. _____

**Provide a description of
Past LLEBG Funding**

N/A

Objective	Performance Measures	Data the grantee provides for 3-month reporting period	Description (Plain language explanation of what exactly is being provided)	Goal for this project:
Recovery Act: Preserving jobs	Number of jobs saved (by type) due to Recovery Act funding.	a) How many jobs were prevented from being eliminated with the Recovery Act funding during this reporting period? b) How many jobs that were eliminated within the last 12 months were reinstated with Recovery Act funding?	An unduplicated number of jobs that would have been eliminated if not for the Recovery Act funding during the three-month quarter. Report this data for each position only once during the grant. A job can include full time, part time, contractual, or other employment relationship.	2
Recovery Act: Creating jobs	Number of jobs created (by type) due to Recovery Act funding.	How many jobs were created with Recovery Act funding this reporting period?	An unduplicated number of jobs created due to Recovery Act funding during the three month quarter. Report this data for each position only once during the grant. A job can include full time, part time, contractual, or other employment relationship.	

1. Problem Statement

- What is the problem? Be clear but brief.
- Include data to show the scope and the size of the problem.
- Tell how the proposed program will solve the problem.
- What other programs currently exist to affect this problem?
- How will the proposed program fit with existing programs?

Shelby County is the largest populated county in Tennessee with an estimated total population of over 909,000. Each month an average of 5,000 inmates are booked into the Shelby County Jail. An average of 8% (or 400) of the inmates arrested in Shelby County have mental health issues. Thus, the problem of mentally ill offenders in jail has escalated over the years and has continued to create major problems. The incarceration of these individuals often leads to additional periods during which the offender is not administered prescribed medication which results on continued deterioration of the mental capacity.

The target population, of the Pretrial Services Mental Health Advocate (PTS-MHA Unit) consists of those offenders who have been diagnosed as having a mental illness and are classified as non-violent. These individuals usually are those who have not taken their prescribed medication in many days and perform non-violent felony and/or misdemeanor acts. The SCSO Jail Division is responsible for housing detainees apprehended within the greater Memphis and Shelby County areas. Presently the Shelby County jail houses over 2500 male inmates at its central facility located at 201 Poplar and of that number approximately 400 of the inmates meet the criteria of for having a mental illness serious enough to require management with psychiatric medications.

Shelby County Pre-trial Services MHA Unit will collaborate with the Public Defenders to identify these inmates in order that court appointed counsel may offer courts quality alternatives to pretrial detention utilizing an array of supervised, conditional release strategies. At the heart of these strategies is the **Community Linkage Plan (CLP)**, a comprehensive transition plan developed by boundary spanners and tailored to the individual needs of the detainee. Based on the APIC best practice transition planning model, CLPs address critical domains of service (access to treatment, safe housing, bridge medication, restoration of benefits, transportation, supervision, etc) with an emphasis on evidence-based integrated treatment for co-occurring disorders. As a voluntary program, CLPs are developed with full consumer input and seek to form a network of supportive relationships that will sustain the consumer and break the recidivism cycle. PTS MHA Unit partnering with the Jericho Project will seek to serve the needs of persons whose contact with the criminal justice system is related to symptoms of untreated mental illness.

The model is an effective approach to jail diversion of less serious felony and misdemeanor offenders, those facing probation violations and persons with extensive arrest histories who are often excluded under other diversion models. Success during supervised release frequently improves ultimate case disposition, with impact ranging from full suspension of sentence to reduced (or outright dismissal) of charges. Evaluation data indicates reduced case lag time and recidivism, plus increased quality of life and treatment compliance.

2. Project Description

- What is the overall **goal** of the project? What is the project going to do and how?
- What are the measurable **objectives** of the project?
- How will the objectives be measured?
- How does the project implementation link with the problem described above? How will it solve the problem?
- What is the target population? What area of Shelby County will be served?

Shelby County Pre-trial Services MHA Unit will work the Public Defender's Office, and SCSO Jail Division to implement and strengthen a program which will provide stabilization and release of mentally ill inmates with increased emphasis on reconnecting treatment plans. The PTS MHA Unit will be an enhancement for the Jericho Project as a "sequential intercept" point to provide supervised post-booking jail diversion options for non-violent offenders who suffer from mental illness. Offenders will follow a process which will include proper identification, therapeutic intervention, case management and re-entry planning. The goals, objectives and activities are outlined in the program design.

Goal 1: Identify and coordinate the stabilization, treatment and release of mental health offenders at the SCSO jail to reduce number of jail days.

Objective 1: Create a mental health screening unit by the end of the first 12 months of the grant period with measure outcomes of benefits to clients and the SCSO Jail.

The PTS MHA Unit will implement a screening process for all mental health offenders to determine eligibility for release prior to arraignment and/or prior to disposition of case to establish and/or the re-establishment of treatment plans to stabilize mentally ill offenders. For those individuals who have been properly identified as mentally ill and are eligible for release, assessments will be made regarding possibility of stabilization and the treatment needs. The unit will verify information for mental health cases prior to court arraignment. Contact will be made with specially trained correctional officers and SCSO Jail Mental Health Unit to determine needs of mentally ill persons in order to make recommendations for release of such persons

Objective 2: Hire staff to manage caseloads, to coordinate and monitor inmates' treatment plans upon successful re-entry into the community by the end of the first 12 months of the grant period

The PTS-MHA Unit will hire one Mental Health Liaison, one Counselor A to coordinate and prepare these inmates for re-entry back into the community. The PTS-MHA Unit will work with CCS staff to identify those individuals who are candidates for individual specific plans. Staff persons of the PTS-MHA Unit, the Jail-Mental Health Unit Manager and the Public Defender's Office will work closely with the inmates, the courts and outside treatment providers to ensure a seamless process of back into the community. The job descriptions are attached as Attachment A and B.

Goal 2: Effectively impact the number of mental health inmates spending an extended number of days incarcerated in the Shelby County Jail or assigned to jail general population

Objective 1: To maintain the level of 150 Mental Health interviews per month and continue services to mental health offenders diverted to the community by the PTS-MHA Unit during this grant period

Goal 3: Enhance the coordination of external treatment providers and back into the community

Objective 1: To maintain the number of referrals to external treatment providers by the end of the grant period of 85 clients.

The hiring of personnel to operate the PTS-MHA Unit will afford greater opportunity to formulate specific treatment plans for those individuals deemed ready for release. The staff will verify the offenders' residence, if applicable, and medical information to decide how each individual's plan should be structured.

Objective 2: Impact 20% of the population referred to the section and ensure a successful re-entries into the community by the end of the grant period

The PTS-MHA Unit, hired by PTS, will monitor defendants' compliance with plans for increased levels of functioning within the community for clients. These staff members will be able to maintain consistent rapport with external treatment providers to continued mental stability which will reduce the likelihood for incarceration. Pre-trial Services will monitor said cases until the case is disposed of or upon further instructions from the courts.

3. Strategy/Activities

- Clearly, describe the activities of the program and give a timeline for implementation indicating outcomes of the activities.
- Define the role and responsibilities of each collaborating partner. List the point of contact for each agency that will be responsible for the project activities.
- Timeline format: Problem

Problem/Issue	Objectives	Activities	Person(s) Responsible	Time Frame
Mentally ill offenders in jail leads to periods in which medication is not taken and rendering continued deterioration of mental capacity and in jeopardy of being in harm's way.	Create mental health screening unit with method to measure outcomes of benefits to clients and the SCSO Jail	1. Receive referrals from PTS Jail Release, and CCS Staff members.	PTS- Jail Release CCS Intake Staff CCS Psychologist J-MHU Manager PTS-MHA Unit	Upon onset of operation and ongoing
		2. Screen case to determine treatment needs, confirm diagnoses and eligibility for release.		
Identify and coordinate the stabilization, treatment and release of mental health offenders at the SCSO jail to reduce number of jail days	1. Coordinate inmates' treatment plans to establish or re-establish treatment. 2. Prepare report in order to make court recommendation to judge for inmate's release from jail	1. Make contact with Mental Health treatment providers to reconnect inmate to services	PTS- Jail Release Public Defender PTS-MHA Unit	Ongoing
		2. Make contact with support systems (family and/or legal guardians to determine residency in the event of release		
		3. If needed, secure place of residence upon release.		
		4. Coordinate transportation to residence upon release.		

Enhance the coordination of external treatment providers and re-entry back into the community	Monitor case upon successful re-entry into the community	1. Maintain contact with service provider re: client's compliance with treatment plan.	PTS-MHA Unit	Ongoing
		2. Maintain contact with client and support systems regarding court appearances.		
Monitor successful reentry and reduction of continued reentry to CJ system.	Increase by 15% the number of successful re-entries into the community.	Monitor post disposition of case for six months up to one year.		Ongoing

4. Program Evaluation

- Address the measurements you will put in place to determine the effectiveness of the proposed project.
- Indicate a clear connection of the outcomes with the problem.
- Explain what data will be collected and reported, and who will do it.
- Explain how the information will be used.

Evaluation and Outcomes

The PTS-MHA Unit will use the following report data to evaluate the effectiveness and progress of the unit. The data will be collected on a monthly basis by the respective project participants and disseminated to the policy team members, the command staff and the any other relevant and interested parties of the public.

Number of new referrals screened by the PTS-MHA Unit

Number of inmates with treatment plans established with recommendations for release

Number of inmates released by court to the program

Number of defendants successfully reconnected with the specific treatment plan

Number of defendants who are in compliance with their re-entry plan

Number of repeat arrests for those defendants screened by the program

The outcomes of the PTS-MHA Unit will include an increase in the number of mental ill offenders diverted by the unit; enhancements in the services provided to the inmates released by the mental health unit; an improved system of monitoring and case management of the program participants released; and a reduction in repeat offenses which can lead to repeat incarceration. The PTS-MHA Unit will make a positive impact in Shelby County which will yield a safer community for not only the citizens but the defendants as well.

5. Collaborative Partners/Partnerships

- List the agencies involved in the project.
- Define their role and responsibilities. What will they bring to the project?

Collaboration

The collaborators for this project will include the Shelby County Pretrial Services department, District Attorney and Public Defender offices, Shelby County Criminal Court Coordinator, and the Shelby County Sheriff's Office. The SCSO Grants Coordinator, the PTS-MHA Unit, the Assistant Chief Jailer, the J-MHU Manager and staff will meet quarterly to discuss the progress of the project and what can be done to improve operations. Each unit participating in the project will be responsible for implementing and managing their responsibilities detailed in the grant.

6. Retention Plan

- Projects must plan for continuation once the grant funds cease. How will the applicant find additional funding to continue or even expand the project?
- List any supplemental funding sources.

Sustainability Plan

Although the permanence of positions funded through this grant within Pretrial Services is not guaranteed, the likelihood that these positions will be continued will be significantly improved if the PTS-MHA Unit is shown to be successful. Given the personnel to man this unit, this area will be greatly impacted. The participating units of government are very much attuned to the need for increased efforts in providing assistance to this population and these units will strongly support the continuation of these positions through whatever means possible if, as is expected, quantifiable improvements are shown through the reporting and evaluation processes.

7. Budget Narrative

Provide a brief narrative of the items contained in your Budget Detail Worksheet.

A. Personnel

One (1) Mental Health Liaison, one (1) Counselor A. The PTS-MHA unit will coordinate action plans to prepare clients for reentry into the community. The PTS-MHA Unit works closely with PTS Jail Release, CCS Staff and the Jail Mental Health Unit to identify candidates for the program and to formulate specific individual plans for recommendation of release from jail. The PTS-MHA Unit will work close wit inmates, the Public Defender's Office, the court and outside treatment providers to ensure a seamless process of reentry back into the community.

B. Fringe Benefits

Fringe benefits are based upon each individual's salary and calculated using the 2010 fiscal year rates, including: pension, OPEB, Medicare, disability, On-the-Job Injury, life insurance and Health insurance. Amounts reflect an expected increase in healthcare costs each year of the project.

C. Travel

D. Equipment

N/A

E. Supplies

Supplies in the form of printing paper, toner for copying of reports and other operating supplies as needed.

F. Construction

N/A

G. Consultants/Contracts

N/A

H. Other

N/A

Budget Detail Worksheet

Purpose: The Budget Detail Worksheet may be used as a guide to assist you in the preparation of the budget and budget narrative. You may submit the budget and budget narrative using this form or in the format of your choice (plain sheets, your own form, or a variation of this form). However, all required information (including the budget narrative) must be provided. Any category of expense not applicable to your budget may be deleted.

A. Personnel--List each position by title and name of employee, if available. Show the annual salary rate and the percentage of time to be devoted to the project. Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization.

<u>Name/Position</u>	<u>Computation</u>		<u>Cost</u>
	<u>Salary</u>	<u>FTE</u>	
Counselor A	\$106,137.00	100%	\$106,138
Mental Health Liaison	\$87,019.00	100%	\$87,020
	\$0.00	100%	\$0
	\$0.00	100%	\$0
			TOTAL \$193,158

B. Fringe Benefits--Fringe benefits should be based on actual known costs or an established formula. Fringe benefits are for the personnel listed category (A) and only for the percentage of time devoted to the project. Fringe benefits on overtime hours are limited to FICA, Workman's Compensation, and Unemployment Compensation.

	<u>Total of Personnel</u>	<u>FY10 Rates</u>	<u>Cost</u>
Pension	\$193,158.00	8.000%	\$15,452.64
OPEB	\$193,158.00	8.250%	\$15,935.54
FICA	\$193,158.00	0.000%	\$0.00
MQFE Medicare (93%)	\$193,158.00	1.450%	\$2,800.79
Group Life Insurance	\$193,158.00	0.680%	\$1,313.47
Long Term Disability	\$193,158.00	1.600%	\$3,090.53
OJI Expense	\$193,158.00	1.550%	\$2,993.95
Unemployment	\$193,158.00	0.329%	\$635.49
	\$24,654.00		\$24,654.00
Health Insurance (Total rate for 3 yrs)		0 For 2 employees	
			66876.00
		TOTAL	

Total Personnel & Fringe Benefits	\$260,034.00
--	---------------------

E.-Supplies--List items by type (office supplies, postage, training materials, copying paper, and other expendable items such as books, hand held tape recorders) and show the basis for computation. (Note: Organization's own capitalization policy may be used for items costing less than \$5,000.) Generally, supplies include any materials that are expendable or consumed during the course of the project.

Supply Items	Computation		<u>Explanation</u>	Cost
	<u>Cost/Unit</u>	<u># Units</u>		
Office Supplies / Paper	\$25.00	60		\$1,500
Toner	\$35.00	15		\$525
	\$0.00	0		\$0.00
TOTAL				\$2,025

Budget Summary--When you have completed the budget worksheet, transfer the totals for each category to the spaces below. Compute the total costs and the total project costs. Indicate the amount of Federal requested and the amount of non-Federal funds that will support the project.

<u>Budget Category</u>	<u>Amount</u>
A. Personnel	\$193,158
B. Fringe Benefits	\$66876
C. Travel	\$0
D. Equipment	\$0
E. Supplies	\$2,025
F. Construction	\$0
G. Consultants/Contracts	\$0
H. Other	\$0
Total Direct Costs	\$260,034
I. Indirect Costs	\$0
TOTAL PROJECT COSTS	\$260,034
Federal Request	\$260,034
Non-Federal Amount	\$0

NOTE: If a Non-Federal amount is entered, make sure those items for which they will be used must be incorporated into your overall budget. Indicate clearly throughout you budget narrative and detail worksheet for which items these funds will be used.

**2009 RECOVERY JUSTICE ASSISTANCE GRANT
PROPOSAL APPLICATION
COVER PAGE INFORMATION**

Name of Applicant The Shelby County Sheriff's Office

Program/Project Title:	Predictive Dialer Technology
Project Purpose Area:	Shelby County Criminal Justice Community
Federal Amount Requested:	\$304,770

The Point of Contact/Project Director will be the individual responsible for completing the required programmatic and fiscal reports for the funded project. This person will submit all required documents to the County Point of Contact or designee.

Point of Contact/Project Director:	Jeff Yallope
Project Director Email Address:	Jeff.Yallope@shelbycountyttn.gov
Applicant Address:	
Project Director Phone/Fax Number:	

Name/Address of Collaborating Agencies

1.	Shelby County Sheriff's Office
2.	Shelby County Fire Department
3.	Shelby County Pretrial Services
4.	Shelby County General Sessions Court Clerk's Office
5.	State Criminal Court Clerk's Office
6.	Shelby County Information Technology

**Provide a description of
Past LLEBG Funding**

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The following are **required** measures for awards made under the Recovery Act:

Objective	Performance Measures	Data the grantee provides for 3-month reporting period	Description (Plain language explanation of what exactly is being provided)	Goal for this project:
Recovery Act: Preserving jobs	Number of jobs saved (by type) due to Recovery Act funding.	a) How many jobs were prevented from being eliminated with the Recovery Act funding during this reporting period? b) How many jobs that were eliminated within the last 12 months were reinstated with Recovery Act funding?	An unduplicated number of jobs that would have been eliminated if not for the Recovery Act funding during the three-month quarter. Report this data for each position only once during the grant. A job can include full time, part time, contractual, or other employment relationship.	0
Recovery Act: Creating jobs	Number of jobs created (by type) due to Recovery Act funding.	How many jobs were created with Recovery Act funding this reporting period?	An unduplicated number of jobs created due to Recovery Act funding during the three month quarter. Report this data for each position only once during the grant. A job can include full time, part time, contractual, or other employment relationship.	0

1. Problem Statement

Shelby County Government lacks a mode of communication that effectively transmits important information to its citizens. Emergency notifications, Amber Alerts, important crime information, and public announcements require both direct and timely communication. Individual Shelby County agencies such as the Sheriff's Office, Fire Department, Pretrial Services, as well as both General Sessions Criminal and State Criminal Court Clerks could benefit from predictive dialing technology to directly alert the affected general public of essential concerns. Additionally, the Criminal Justice Coordinating Council has produced recommendations involving the use of an automated phone notification system to provide court date reminders to address the issue of jail overcrowding.

Between July 1, 2008 and December 31, 2008, the Shelby County Sheriff's Department executed a total of 109 action plans to address crime hot spots. Using this as a baseline, administrators of the Sheriff's Office can project an average of eighteen (18) outbound announcements per month that could automatically notify neighborhoods of surges in crime. Utilizing this technology would work to increase public awareness of surges in crime and the Sheriff's Office to streamline resources to combat emerging hotspots.

In addition to affecting crime hotspots, other opportunities support the need for this type of technology. For example the continued epidemic of outstanding misdemeanor warrants generated by various municipalities and county courts. This technology would provide a recorded message advising that a warrant is outstanding and instruct the individual to contact the respective municipality or court to have it disposed before they are arrested. Since the Sheriff's Office Fugitive Division does not physically house any of these warrants, the person with the warrant is directed to the appropriate issuing agency before Fugitive becomes involved.

According to Shelby County's Jail Management System (JMS), there are over 38,000 outstanding misdemeanor warrants in Shelby County. The Shelby County Sheriff's Office carries the responsibility of serving warrants generated by the incorporated municipalities as well as all warrants generated by the court system. Additionally, the Shelby County Sheriff's Office has identified ten (10) nonviolent charges yielding over 18,000 outstanding warrants that would be affected by a predictive dialer system. The tables below show a snap shot of warrants in JMS as of March 27, 2009.

City or Court	Number of warrants outstanding
Bartlett	2,700
Collierville	686
Germantown	2,046
Millington	575
<u>Juvenile Court</u>	<u>9,991</u>
Total	15,378

Charge	Number of Outstanding Warrants
Passing Bad Checks Over \$500	181
Disorderly Conduct	210
Speeding M	671
Theft of Property \$500 or less	1,454
Passing Bad Checks \$500 or Less	1,676
Violation of Probation	1,975
Failure to Appear for Booking /Processing	2,257
Violation of Vehicle Registration Law	2,359
Violation of Financial Law	2,766
Driving While License S/R/C	5,279
Total	18,828

The Shelby County Fire Department has found a deficiency in its current capabilities of notifying the public and has asked to be a collaborative partner for this project. Specifically this project would serve to notify residents of hazardous environments as they occur and what measures they should take for safety. Emergency broadcast systems can provide other safety instructions as well as provide warnings to specific neighborhoods or communities given a threatening event.

Administrators of the Shelby County Pretrial Services, General Sessions Criminal Court Clerk's Office, and the State Criminal Court Clerk's Office communicate a weakness with the current mode of client notification. Pretrial Services provides manual notification on a daily basis to patrons of the criminal justice system typically by reminding defendants at least 7 days before their pending court date. Clerk's Offices for both General Sessions and Criminal Courts could benefit from such a system as they are responsible for collecting outstanding debts. The sample data provided below outlines the volume associated with the court dockets. This sample data yields a daily average of 2,059 calls which would be made daily by both Pretrial Services and respective court clerks to either remind defendants of court dates or to collect on outstanding debts, thus generating revenue.

Court	January 26th - 30th, 2009	March 9th - 14th, 2009	March 16th-20th, 2009	Weekly average	Daily average
Criminal Court	2,191	1,530	1,707	1,816	363
GS Criminal	8,338	8,378	8,727	8,481	1,696
TOTALS	10,529	9,908	10,434	10,297	2,059

2. Project Description

The parties listed in this collaborative effort seek to notify respective external customers of financial, legal, and public safety concerns effectively and efficiently. The purchase of a predictive dialer system handles everything from dialing the phone number and waiting for the answer, to detecting busy or disconnected lines and fax machines. Once a live person is reached, the dialer can communicate a thirty (30) second message to a predefined population. This mode of targeted mass broadcasting can eliminate half to two-thirds of the time it takes to reach a live person. The proposed system would provide thirty-six (36) channels and supply the capacity to deliver 4,200 calls per hour assuming a thirty (30) second message.

The Shelby County Information Technology Department has provided an independent project summary outlining its recommendations for the purchase of such technology. See “Attachment A”. Respective equipment, vendors, and prices associated in the attachment are intended for informational purposes only. Services for this project will be based on results from a Request for Proposal to be completed at a later date.

Goal 1: To reduce the number of outstanding misdemeanor warrants held by the four municipalities and Juvenile Court.

Objective 1: Establish base line data and note the Predictive Dialers affect on the number of warrants held by the four Municipalities and Juvenile Court.

After implementation of the system the Shelby County Sheriff’s Office will report the number of outstanding misdemeanor warrants on a quarterly basis. The Sheriff’s Office anticipates the number of outstanding warrants to decrease after successful implementation of this project.

Goal 2: To reduce the number of Failure to Appear (FTA) affidavits filed due to defendants not reporting for their court dates by implementing the proposed technology.

Objective 1: Establish base line data and measure the affect on FTA after the implementation of proposed technology.

FTAs are generated, and can be tracked by, Pretrial Services. Given a baseline of FTAs before implementation, Pretrial Services administrators can report the success of the project by measuring the difference in quarterly volume.

Goal 3: Increase the collection rates of both General Sessions Criminal Clerk’s and Criminal Court Clerk’s Offices.

Objective 1: Measure the total amount of monthly collections vis-à-vis prior year to date collections and remit monthly.

Both offices anticipate the dialer system to increase collection rates as well as increase the efficiency of the operating staff. The value of the system will be measured by the respective offices qualifying the amounts collected on a quarterly basis.

3. Strategy/Activities

- The Shelby County Department of Community Services will prepare any resolutions regarding this project. The contact person for this objective will be Dottie Jones and initial resolutions are planned to be completed by **September 1st, 2009**.
- Quarterly progress reports should be provided by the Shelby County Sheriff's Office, Shelby County Pretrial Services, Shelby County General Sessions Court Clerk's Office, and the State Criminal Court Clerks Office when given a notice to proceed.
- The Shelby County Information Technology and Communications (SCITC) department will be the lead agency for the implementation of this project. Specifically, Jeff Yallope will be relevant contact person responsible for drafting a Request for Proposal (RFP) to seek appropriate vendors and for managing any pre-bid conferences. Any RFP's required for implementation of this project should be issued by **October 15st, 2009** and any pre-bid conferences should be held within two weeks of the initial offering. The closing date of the RFP should provide for a reasonable response to the offering.
- The following collaborative departments will be responsible for reviewing respective proposals and completing the associated scorecards to rate vendors. Jeff Yallope will be responsible for creating the criteria for the scorecard. The parties and contact persons for this process are listed below:

1	Shelby County Sheriff's Office	Wink Downen
2	Shelby County Fire Department	Corey Howard
3	Shelby County Pretrial Services	Janice Mosley
4	Shelby County General Sessions Court Clerk's Office	Keith Shelton
5	State Criminal Court Clerk's Office	Jack Applegate
6	Shelby County Information Technology	Jeff Yallope
7	Shelby County Purchasing	TBD

All scorecards should be completed and turned into purchasing no later than **December 1st, 2009**.

- The vendor should be selected and required to begin work no later than **January 15th, 2010**.
- Implementation should be completed by **June 1st, 2010** and invoices submitted to Jeff Yallope.

4. Program Evaluation

Four Shelby County agencies will provide measurements to aid in the determination of the effectiveness of the project: The Sheriff's Office, Pretrial Services, General Sessions Clerk's Office, and the Criminal Court Clerk's Office.

The first measurement of effectiveness will reflect the number of outstanding misdemeanor warrants held by the four municipalities and Juvenile Court. After implementation of the system, the Shelby County Sheriff's Office will report the number of outstanding misdemeanor warrants. The Sheriff's Office anticipates the number of outstanding warrants to decrease after successful implementation of this project. The Shelby County Sheriff's Office Grant Coordinator will remit quarterly reports to the Shelby County Department of Community Services.

The next measurement is the number of Failure to Appear (FTA) affidavits filed due to defendants not reporting for their court dates. FTAs are generated, and can be remitted by, Pretrial Services administrator Janice Mosley. Given a baseline of FTAs before implementation, Pretrial Services can measure the success of the project by reporting the difference in quarterly volume.

Finally, the collection rates of both General Sessions Criminal Clerk's and Criminal Court Clerk's Offices will be followed to gauge success of the program. Ottis Higgs and Jack Applegate respectively will communicate reports to the Shelby County Department of Community Services. Both offices anticipate the dialer system to increase collection rates as well as increase the efficiency of the operating staff. The value of the system will be measured by the respective offices qualifying amounts collected on a quarterly basis.

5. Collaborative Partners/Partnerships

	Agency	Point of Contact	Position	Responsibility
1	Shelby County Sheriff's Office	Wink Downen	Administrator	Collaborative Partner, Source of Data, Provider of Quarterly Reports
2	Shelby County Fire Department	Corey Howard	Administrator	Collaborative Partner, Source of Data
3	Shelby County Pretrial Services	Janice Mosley	Administrator	Collaborative Partner, Source of Data, Provider of Quarterly Reports
4	Shelby County General Sessions Court Clerk's Office	Otis Higgs	Administrator	Collaborative Partner, Source of Data, Provider of Quarterly Reports
5	State Criminal Court Clerk's Office	Jack Applegate	I.T. Manager	Collaborative Partner, Source of Data, Provider of Quarterly Reports
6	Shelby County Information Technology	Jeff Yallope	Communications Manager	Administers Competitive Bids

6. Retention Plan

This proposed project provides for the initial outlay of a county wide predictive dialer system. Expenses included in this proposal involve initial setup, programming, and standard warranty. Continued maintenance of software and hardware will be inter-departmentally billed by the Shelby County Information Technology and Communications department to the using agencies. There are no supplemental funding sources required for this project.

7. Budget Narrative

Provide a brief narrative of the items contained in your Budget Detail Worksheet.

A. Personnel

N/A

B. Fringe Benefits

N/A

C. Travel

N/A

D. Equipment

Several vendors specializing in Predictive Dialer systems are available. The selection of a qualified vendor will be made after review of competitive bids. The conservative average cost of a capable system totals **\$223,700.00**. Adding a separate GIS capability as outlined in this application yields an additional **\$60,000** in modifications and **\$7,000** per year; for three years, to hedge the risk of using extra capacity during regular business hours. The estimated cost of the project totals **\$304,770**. Continued maintenance to the system will be inter-departmentally billed based on extracted usage information.

E. Supplies

N/A

F. Construction

N/A

G. Consultants/Contracts

N/A

H. Other

N/A

**2009 RECOVERY JUSTICE ASSISTANCE GRANT
PROPOSAL APPLICATION
COVER PAGE INFORMATION**

Name of Applicant Shelby County Sheriff's Office

Program/Project Title:	Juveniles in Jail
Project Purpose Area:	Juveniles incarcerated in the Shelby County Jail
Federal Amount Requested:	\$257,368

The Point of Contact/Project Director will be the individual responsible for completing the required programmatic and fiscal reports for the funded project. This person will submit all required documents to the County Point of Contact or designee.

Point of Contact/Project Director:	Roger Henderson
Project Director Email Address:	Roger.Henderson@shelby-sheriff.org
Applicant Address:	201 Poplar, Suite 9-23, Memphis, TN 38103
Project Director Phone/Fax Number:	545-5591 / 545-3393

Name/Address of Collaborating Agencies

1. _____
2. _____
3. _____
4. _____

Provide a description of Past LLEBG Funding	We have had LLEBG funding previously, but not for juvenile programming.
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The following are **required** measures for awards made under the Recovery Act:

Objective	Performance Measures	Data the grantee provides for 3-month reporting period	Description (Plain language explanation of what exactly is being provided)	Goal for this project:
Recovery Act: Preserving jobs	Number of jobs saved (by type) due to Recovery Act funding.	a) How many jobs were prevented from being eliminated with the Recovery Act funding during this reporting period? b) How many jobs that were eliminated within the last 12 months were reinstated with Recovery Act funding?	An unduplicated number of jobs that would have been eliminated if not for the Recovery Act funding during the three-month quarter. Report this data for each position only once during the grant. A job can include full time, part time, contractual, or other employment relationship.	0
Recovery Act: Creating jobs	Number of jobs created (by type) due to Recovery Act funding.	How many jobs were created with Recovery Act funding this reporting period?	An unduplicated number of jobs created due to Recovery Act funding during the three month quarter. Report this data for each position only once during the grant. A job can include full time, part time, contractual, or other employment relationship.	3

1. Problem Statement

The Shelby County Jails (201 Poplar and Jail East) are adult facilities that house both pretrial and sentenced men and women. However, as the severity of juvenile crimes has increased, so too has the prosecution of juveniles as adults. Consequently, the number of juveniles held at the Shelby County Jails has risen, but the jail programming offered to those youth offenders lacks a structured, purposeful, cohesive approach that is tailored to the unique social, cognitive, and psychological issues that accompany juveniles.

A snapshot of the average daily juvenile population incarcerated in Shelby County in 2008 showed one female and 68 males. Of that, three were fifteen years old, 18 were sixteen years of age, and the remainder, 49, was seventeen; their average length of stay was 155 days. Also in 2008, the number of persons released from jail who had been under 18 at the time of their booking date spent an average of 48 days in jail if they were able to post bond as compared to 380 days if they were not able to post bond.

In February of this year, there were three non-assaultive incidents at Jail East involving juveniles, down from 11 in January. In February of 2009 there were two assaultive incidents involving juveniles and only one in January.

Housing juveniles in an adult setting presents unique challenges because they can appear simultaneously immature as well as adult-like due to adolescence, a period of fundamental yet broad change that manifests itself in different ways and at different rates within each juvenile (Woolard, Odgeres, Lanza-Kaduce, & Daglis, 2005). For that reason, Woolard et. al. state that the management of young offenders in adult facilities requires a qualitative change in approach rather than an adjustment of existing adult practices and programs to accommodate the needs of juveniles.

The proposed Juveniles in Jail program would address the needs of juvenile inmates by using valid assessments/evaluations designated for youths to determine their academic and psychological baseline; a risk, need, and responsivity assessment would also be conducted. Results would then be used by the program coordinator to create a case plan for each juvenile that will allow for their assignment to appropriate jail programming and provide staff the means for effective case monitoring. Juveniles in Jail would accurately identify the needs of each juvenile before placing them in programming so that their achievements and setbacks can be tracked and evaluated and their plan modified if needed. Juveniles in Jail is a three tiered program that corresponds to three separate areas of jail housing. The program is designed to motivate juveniles so that they quickly move through levels I and II and hopefully, within a month, reach level III and be fully engaged in the intensive programming it provides.

Level I is designated for both intake and detention and in the lower level north area. Inmates in detention are considered out of the program until their detention is completed; they will enter the program via level I afterwards. Arriving inmates will generally remain on level I for less than two weeks, but while here go through a number of processing steps. Processing includes a physical, risk classification, gang identification, literacy level, and a general needs assessment. As it relates to Juveniles in Jail, the most pertinent processing steps include a mental health evaluation and a risk needs assessment.

The mental health evaluation will be conducted by a psychiatrist. Prior to program implementation, the psychiatrist and program coordinator will determine if the use of a scientifically validated

instrument designed for youth will aid the diagnosis and management of incarcerated juveniles. Results of the psychiatric evaluation will be given to the program coordinator so they can be incorporated into that juvenile's management plan. The program coordinator hired will have a psychological background with advanced training in assessment because they will be selecting, giving, scoring, and interpreting the risk, need, and responsibility assessment given to each juvenile. An assessment tool such as the Youth Level of Service/Case Management Inventory (YLS/CMI) will be used because it provides the means for creating the management plan for each juvenile; however, assessment choice will be determined by the coordinator and what they believe would be the most appropriate.

Level I is also where juveniles demonstrate their ability to adjust, use acceptable behavior, and show they can comply with rules. These behaviors are measured via a point system, a "token economy" that can provide the juvenile with immediate and delayed gratification, and the accumulation of a specified number of points as well as completion of all processing steps qualifies a juvenile for promotion to level II.

Level II results in a juvenile moving to a new housing area (second floor, J-M). The expectations of juveniles on this floor are greater than on level I and based on the assessments done at level I, a variety of program preparations begin in anticipation of the juvenile's progression to level III. Each juvenile will participate in educational programming upon reaching level III; while at level II a certified part-time teacher will assess the academic level of each juvenile using tests/evaluations that are approved by the Memphis City Schools' Alternative Education Department to determine what type of curricula will be needed for their placement in the pre-GED program at level III.

Juveniles will be given reading material that is appropriate to their literacy level and placed in a structured reading program that is facilitated by the part-time teacher. Juveniles who were assessed as non-literate will instead work one-on-one with a reading tutor. Juveniles will also be introduced to material that is offered at level III (i.e. moral reconnection therapy, anger management, etc.) which they may be placed in. A point system will also be used on level II and can be used on a limited basis for obtaining incentives. Points are earned based on behavior and rule compliance as well as participation in programming and groups. Promotion to level III is based on the total number of accumulated points; it is expected that juveniles will spend about two weeks at level II.

Level III represents the highest level in the Juveniles in Jail program and begins with the juvenile being transferred to Jail East. At level III all juveniles will be assigned to programming that is the implementation of their case plan and will be expected to actively and fully participate in all assigned programming. This level will also use a point system, but it will be weighted more towards program performance and can be used to restrict usual incentives if poor performance results in too few points, but can also be used to reward exceptional program performance. Consistently poor performance and/or serious problems with rule compliance can result in a juvenile being demoted to level II. Demotion to level I will occur only if a due-process disciplinary infraction resulting in detention time has taken place.

The results of the valid assessments/evaluations used as a part of the Juveniles in Jail program would be used to create a case plan that simultaneously addresses the education, mental health, and risk/needs/responsivity of each juvenile so they can be placed in appropriate programming; programming that is already in existence at Jail East, but assigned in a blanket fashion to all juveniles. Juveniles in Jail will allow the programming to be assigned to juveniles based on their needs. Programming currently offered to juveniles at Jail East is Anger Management, Moral Reconnection Therapy, Pre-GED, Stop the Violence, H.A.B.E. (Habits, Attitude, Behavior, and Expectations), Goal

Setting, Character Building, Life Skills, and special education instruction by Memphis City Schools for those juveniles determined to have special needs.

2. Project Description

The overall goal of Juveniles in Jail is provide treatment and programming that is developmentally appropriate to the unique needs of each juvenile while in an adult facility. Juveniles in Jail will accomplish this goal by hiring a program coordinator and two part-time teachers that will be able to work with personnel already in the jail to determine what assessments/evaluations will best identify the needs of each juvenile so that Jail East programming can be applied to those identified individual needs and hence be better utilized. Juveniles in Jail will allow the Shelby County Jails to better address the cognitive, social, and psychological needs of youths within an adult setting. By addressing their individual needs it is believed that Juveniles in Jail will be able to positively affect the community re-entry of program participants and in doing so, help bolster the juvenile re-entry initiative of Operation: Safe Community.

1.) Determine which assessments/evaluations will best identify the unique needs and challenges of juveniles admitted to the jail.

- a. Program coordinator will work with jail psychiatrist to determine the most appropriate form of mental health evaluation for juveniles in a correctional setting.

Objectives will be measured by:

- Hiring program coordinator
- Choosing a valid method and/or instrument to be used for mental health evaluation of juveniles
- Implementation of the chosen method and/or instrument

- b. Program coordinator will have a psychological background and advanced training in assessment who can decide which risk/needs/responsivity assessment would be the most appropriate for juveniles in a correctional setting.

Objectives will be measured by:

- Hiring program coordinator
- Choosing a valid risk/needs/responsivity assessment for juveniles
- Implementation of the chosen assessment

- c. Two part-time, certified teachers will receive input from the Memphis City Schools' Alternative Education Department to determine which tests/evaluations would most appropriately identify a juvenile's level of education while in a correctional setting.

Objectives will be measured by:

- Hiring two part-time, certified teachers
- Choosing tests/evaluations that can identify a juvenile's level of education
- Implementation of the chosen tests/evaluations

- d. Program coordinator will blend results of the mental health, academic, and risk/need/responsivity results into a case plan for each juvenile and assign them to appropriate programming.

Objectives will be measured by:

- Creation of case plans for each juvenile

2.) Provide continual monitoring of juveniles' case plan throughout their duration at either of the Shelby County Jails.

- a. Program coordinator will work with jail staff to create a list of behaviors that govern the point system used on levels I, II, and III and an associated list of rewards for each level.

Objectives will be measured by:

- Creation of quantifiable point systems for levels I, II, and III
- Creation of list of rewards juveniles can earn for point accumulation
- Implementation of point systems and associated rewards on levels I, II, and III

- b. Program coordinator will identify or create a management system that can track the progress of each juvenile.

Objectives will be measured by:

- Determining which management system to use
- Implementation of chosen management system

- c. Program coordinator will collect point system and incident reports for each juvenile on a weekly basis from jail staff and incorporate into case plan.

Objectives will be measured by:

- Collecting either paper or electronic point system reports weekly
- Collecting jail incident reports weekly

- d. Program coordinator will meet with teachers weekly to discuss the progress or challenges facing each juvenile and modify case plan as needed.

Objectives will be measured by:

- Number of weekly meetings held between part-time teachers and program coordinator
- Modifications made to individual case plans

3. Strategy/Activities

Year One

Problem: Jail programming offered to incarcerated youth offenders lacks a structured, purposeful, cohesive approach that is tailored to the unique social, cognitive, and psychological issues that accompany juveniles.

Quarter One (October, November, December)

Objective 1b: Program coordinator will have a psychological background and advanced training in assessment who can decide which risk/needs/responsivity assessment would be the most appropriate for juveniles in a correctional setting.

- Hire Juveniles in Jail program coordinator
- Select a valid risk/needs/responsivity assessment for juveniles

Objective 2b: Program coordinator will identify or create a management system that can track the progress of each juvenile.

- Choose/create data management system

Objective 1c: Two part-time, certified teachers will receive input from Memphis City Schools' Alternative Education Department to determine which tests/evaluations would most appropriately identify a juvenile's level of education while in a correctional setting.

- Hire two part-time certified teachers

Quarter Two (January, February, March)

Objective 1a: Program coordinator will work with jail psychiatrist to determine the most appropriate form of mental health evaluation for juveniles in a correctional setting.

- Select method and/or instrument to be used for mental health evaluation of juveniles

Objective 1c: Two part-time, certified teachers will receive input from Memphis City Schools' Alternative Education Department to determine which tests/evaluations would most appropriately identify a juvenile's level of education while in a correctional setting.

- Select a valid test/evaluation to be used to identify a juvenile's level of education

Objective 2a: Program coordinator will work with jail staff to create a list of behaviors that govern the point system used on levels I, II, and III and an associated list of rewards for each level.

- Create list of quantifiable point systems for levels I, II, and III
- Create list of rewards juveniles can earn for point accumulation

Quarter Three (April, May, June)

Objective 1b: Program coordinator will have a psychological background and advanced training in assessment who can decide which risk/needs/responsivity assessment would be the most appropriate for juveniles in a correctional setting.

Objective 1a: Program coordinator will work with jail psychiatrist to determine the most appropriate form of mental health evaluation for juveniles in a correctional setting.

Objective 1c: Two part-time, certified teachers will receive input from Memphis City Schools' Alternative Education Department to determine which tests/evaluations would most appropriately identify a juvenile's level of education while in a correctional setting.

- Implement use of mental health, education, and risk/needs/responsivity instruments or methods

Objective 1d: Program coordinator will blend results of the mental health, academic, and risk/need/responsivity results into a case plan for each juvenile and assign them to appropriate programming.

- Create case plans for all newly admitted juveniles

Objective 2a: Program coordinator will work with jail staff to create a list of behaviors that govern the point system used on levels I, II, and III and an associated list of rewards for each level.

- Implement use of point systems in levels I, II, and III
- Implement use of point systems' corresponding rewards in levels I, II, and III

Objective 2c: Program coordinator will collect point system and incident reports for each juvenile on a weekly basis and incorporate into case plan.

- Coordinator will collect point system reports weekly
- Coordinator will collect jail incident reports weekly

Objective 2d: Program coordinator will meet with teachers weekly to discuss the progress or challenges facing each juvenile and modify case plan as needed.

- Coordinator and teachers will hold weekly meetings and modify case plans if necessary

Quarter Four (July, August, September)

Objective 1d: Program coordinator will blend results of the mental health, academic, and risk/need/responsivity results into a case plan for each juvenile and assign them to appropriate programming.

- Create case plans for all newly admitted juveniles

Objective 2c: Program coordinator will collect point system and incident reports for each juvenile on a weekly basis and incorporate into case plan.

- Coordinator will collect point system reports weekly
- Coordinator will collect jail incident reports weekly

Objective 2d: Program coordinator will meet with teachers weekly to discuss the progress or challenges facing each juvenile and modify case plan as needed.

- Coordinator and teachers will hold weekly meetings and modify case plans if necessary

Outcome: It is intended that after hiring staff, choosing assessment methods, creating point systems, selecting a management system, and creating case plans, the juveniles will be receiving developmentally appropriate assessments and programming that provides structure, purpose, and cohesion to jail programming. It is also hoped that juveniles will display fewer negative behaviors.

Year Two

Problem: Jail programming offered to incarcerated youth offenders lacks a structured, purposeful, cohesive approach that is tailored to the unique social, cognitive, and psychological issues that accompany juveniles.

Quarter One (October, November, December)

Objective 1d: Program coordinator will blend results of the mental health, academic, and risk/need/responsivity results into a case plan for each juvenile and assign them to appropriate

programming.

- Create case plans for all newly admitted juveniles

Objective 2c: Program coordinator will collect point system and incident reports for each juvenile on a weekly basis and incorporate into case plan.

- Coordinator will collect point system reports weekly
- Coordinator will collect jail incident reports weekly

Objective 2d: Program coordinator will meet with teachers weekly to discuss the progress or challenges facing each juvenile and modify case plan as needed.

- Coordinator and teachers will hold weekly meetings and modify case plans if necessary

Quarter Two (January, February, March)

Objective 1d: Program coordinator will blend results of the mental health, academic, and risk/need/responsivity results into a case plan for each juvenile and assign them to appropriate programming.

- Create case plans for all newly admitted juveniles

Objective 2c: Program coordinator will collect point system and incident reports for each juvenile on a weekly basis and incorporate into case plan.

- Coordinator will collect point system reports weekly
- Coordinator will collect jail incident reports weekly

Objective 2d: Program coordinator will meet with teachers weekly to discuss the progress or challenges facing each juvenile and modify case plan as needed.

- Coordinator and teachers will hold weekly meetings and modify case plans if necessary

Quarter Three (April, May, June)

Objective 1d: Program coordinator will blend results of the mental health, academic, and risk/need/responsivity results into a case plan for each juvenile and assign them to appropriate programming.

- Create case plans for all newly admitted juveniles

Objective 2c: Program coordinator will collect point system and incident reports for each juvenile on a weekly basis and incorporate into case plan.

- Coordinator will collect point system reports weekly
- Coordinator will collect jail incident reports weekly

Objective 2d: Program coordinator will meet with teachers weekly to discuss the progress or challenges facing each juvenile and modify case plan as needed.

- Coordinator and teachers will hold weekly meetings and modify case plans if necessary

Quarter Four (July, August, September)

Objective 1d: Program coordinator will blend results of the mental health, academic, and risk/need/responsivity results into a case plan for each juvenile and assign them to appropriate programming.

- Create case plans for all newly admitted juveniles

Objective 2c: Program coordinator will collect point system and incident reports for each juvenile on a weekly basis and incorporate into case plan.

- Coordinator will collect point system reports weekly
- Coordinator will collect jail incident reports weekly

Objective 2d: Program coordinator will meet with teachers weekly to discuss the progress or challenges facing each juvenile and modify case plan as needed.

- Coordinator and teachers will hold weekly meetings and modify case plans if necessary

Outcome: Juveniles in Jail is intended to provide developmentally appropriate assessments and programming that provides structure, purpose, and cohesion to jail programming. It is also hoped that juveniles will display fewer negative behaviors.

4. Program Evaluation

The assessment/evaluation measurements put in place to determine the effectiveness of the proposed program will be chosen because they are a proven and justifiable method of identifying the needs of juveniles. While external instruments or methods can effectively assess juveniles entering the jail, once incarcerated and a part of Juveniles in Jail the token economy point system is the best way to evaluate a juvenile's overall compliance in the program because it is their daily behaviors and actions that will demonstrate an understanding with the program.

By identifying the needs of each juvenile and assigning them to programming based on those identified needs, programming currently offered to juveniles will be given a structure and cohesion that recognizes the need to approach juvenile inmates differently from adult inmates. It is hoped that an unintended result of Juveniles in Jail will be that negative juvenile behaviors such as assaultive and non-assaultive incidents and grievances filed will not increase even if the juvenile population were to do so, thereby improving the management of juveniles in the Shelby County Jails.

The program coordinator will collect data that includes basic demographic information for each juvenile (age, race, sex, grade level tested into, mental health problems identified, risk problems identified, number of times previously arrested, number of times previously incarcerated at juvenile detention center, number of times previously incarcerated at Shelby County Jail), the charge for which they were currently admitted, the date they entered level I, dates they were promoted to levels II and III, date(s) they were demoted to levels I or II, reason juvenile was promoted a level, reason juvenile was demoted a level(s), changes in risk classification of juvenile and why, incidences of non-compliance (as reflected on point system records or official jail reports), programming assigned to each juvenile, reason for modifications to case plan, date juvenile left jail, reason juvenile left jail, and any other variable deemed necessary to examine program effectiveness by program coordinator.

Collected data will be used to evaluate the academic and behavioral progress of each juvenile while incarcerated in the Shelby County Jails as well as to examine the programming/treatment offered by the Shelby County Jails to determine if there are any changes that need to be made to the offered programs and/or treatments to better serve the juvenile population.

5. Collaborative Partners/Partnerships

Juveniles in Jail will be able to identify collaborative partners after program implementation.

6. Retention Plan

Although the permanence of positions funded through this grant within the SCSO are not guaranteed, the likelihood that these positions will be continued will be significantly improved if the Juveniles in Jail program is shown to be successful. The participating units of government will strongly support the continuation of these positions through whatever means possible if, as is expected, quantifiable improvements are shown through the reporting and evaluation processes.

7. Budget Narrative

A. Personnel

The program coordinator will have a Master's degree in psychology with advanced training in assessment; preferably will have experience working with juveniles in a correctional setting. Coordinator will provide behavioral assessment and work closely with psychiatrist and teachers; coordinator will report to the Assistant Chief Jailer who is responsible for jail programs. Two part-time certified middle/high school teachers will provide assessment and pre-GED instruction; teachers will report to coordinator and work closely with coordinator to provide updates for case plan.

B. Fringe Benefits

Fringe benefits are based upon each individual's salary and does not include a 3% increase in salary. Fringe amounts are calculated using the 2010 fiscal year rates; includes pension, OPEB, Medicare, disability, on the job injury, life insurance, and FICA. Teachers will be working 20 hours per week and therefore are not eligible for life insurance. Year one for coordinator represents vacant position total, year two represents estimated 2011 total.

C. Travel

Due to budgetary concerns no travel is provided in this proposal

D. Equipment

N/A

E. Supplies

Supplies include a laptop for the program coordinator and each part-time teacher, a printer/scanner/copier for case plans, assessments for mental health, educational, and behavioral evaluations, education materials such as workbooks, and general office supplies such as paper and toner.

F. Construction

N/A

G. Consultants/Contracts
N/A
H. Other
N/A

**2009 RECOVERY JUSTICE ASSISTANCE GRANT
PROPOSAL APPLICATION
COVER PAGE INFORMATION**

Name of Applicant Shelby County Sheriff's Office

Program/Project Title:	Shelby County Jail Mental Health Unit
Project Purpose Area:	Treatment of mentally ill inmates
Federal Amount Requested:	\$278,378

The Point of Contact/Project Director will be the individual responsible for completing the required programmatic and fiscal reports for the funded project. This person will submit all required documents to the County Point of Contact or designee.

Point of Contact/Project Director:	Roger Henderson
Project Director Email Address:	Roger.Henderson@shelby-sheriff.org
Applicant Address:	201 Poplar, Suite 9-23, Memphis, TN 38103
Project Director Phone/Fax Number:	545-5591 / 545-3393

Name/Address of Collaborating Agencies

1. _____
2. _____
3. _____
4. _____

Provide a description of Past LLEBG Funding	N/A
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The following are **required** measures for awards made under the Recovery Act:

Objective	Performance Measures	Data the grantee provides for 3-month reporting period	Description (Plain language explanation of what exactly is being provided)	Goal for this project:
Recovery Act: Preserving jobs	Number of jobs saved (by type) due to Recovery Act funding.	a) How many jobs were prevented from being eliminated with the Recovery Act funding during this reporting period? b) How many jobs that were eliminated within the last 12 months were reinstated with Recovery Act funding?	An unduplicated number of jobs that would have been eliminated if not for the Recovery Act funding during the three-month quarter. Report this data for each position only once during the grant. A job can include full time, part time, contractual, or other employment relationship.	2
Recovery Act: Creating jobs	Number of jobs created (by type) due to Recovery Act funding.	How many jobs were created with Recovery Act funding this reporting period?	An unduplicated number of jobs created due to Recovery Act funding during the three month quarter. Report this data for each position only once during the grant. A job can include full time, part time, contractual, or other employment relationship.	0

1. Problem Statement

The rapidly escalating rate of incarceration during the past decade in the U.S. has been associated with an increasing number of imprisoned individuals with mental illness. Research indicates that as many as 20% of inmates in jail or prison are in need of psychiatric care, frequently because of a serious mental disorder. A recent study entitled “Mental Health Problems of Prison and Jail inmates” reported that symptoms of mental disorders were higher in jail inmates than in prison inmates. Additionally, over 70% of inmates who had a mental health problem met the criteria for substance dependence or abuse, jail inmates who had a mental health problem were three times more likely than those without a mental health problem to have been physically or sexually abused in the past, and rule violations and fight injuries were more common among inmates with mental health problems. Essential components of a comprehensive mental health system include access for inmates with various levels of mental health care, including a crisis intervention program, acute care program, a residential care program, and outpatient treatment services. In many jail and prison facilities, it is common for individuals with serious mental disorders to be placed in segregated cells due to their behavior, often without out-of-cell activity such as anger management classes or educational classes. These inmates can be locked in a cell for as long as 22 to 24 hours per day with the duration ranging from days to years. The suicide rate is disproportionately higher for inmates housed in these units.¹

Shelby County is the largest populated county in Tennessee with an estimated total population of over 909,000. The target population of the Jail’s Mental Health Units (J-MHU) consists of those offenders who have been diagnosed as having a mental illness. These individuals usually are those who have not taken their prescribed medication in many days and commit misdemeanor offenses. The SCSO Jail Division is responsible for housing detainees apprehended within the greater Memphis and Shelby County areas. Presently the Shelby County jail houses over 2300 male inmates at its central facility located at 201 Poplar. Of that number, approximately 400 or 17% of the inmates meet the criteria for having a mental illness serious enough to require management with psychiatric medications.

Out of the 400 offenders, an average of 280 or 70% meets the criteria for having a severe and persistent mental illness that requires anti-psychotics and/or mood stabilizers. Public Act 108-414 was established to increase public safety by facilitating collaboration among criminal justice, juvenile justice, mental health treatment, and substance abuse systems. Shelby County is meeting this mandate with its Jericho Project. The Jericho Project targets individuals with serious mental illness and co-occurring substance abuse problems whose level of criminal justice involvement makes them ineligible for pre-booking diversion through the Memphis Crisis Intervention Team and other pre-booking diversion options. To better assist those inmates with mental health disorders, the J-MHU works closely with the Jericho Project to identify those inmates who would be able to benefit from Jericho services and eventually refer the inmate to them.

The Shelby County Public Defender (in partnership with the Mayor’s Office for Health Policy, Pretrial Services, and multiple community providers) has pioneered a **non-specialty** court model for post-booking jail diversion. Different in concept from many mental health courts, this approach combines quality social work with legal advocacy. This model is designed for use before all criminal courts. The model is an inexpensive, flexible approach to the complicated problem of **post-booking** jail diversion and does not require special court resources or dockets.

¹Metzner, Jeffrey L., MD. Evolving Issues in Correctional Psychiatry. Psychiatric Times, volume 24. NO. 10. Available at <http://www.psychiatrictimes.com>. Harrison P, Beck A. Prison and Jail Inmates at Mid-year 2005. Also, James DJ, Glaze LE. Mental Health Problems of Prison and Jail Inmates. Available at <http://www.ojp.usdoj.gov/bjs/abstract/pjim05.htm> and at <http://www.ojp.usdoj.gov/bjs/abstract/mhppji.htm>.

The Jericho Project offers courts quality alternatives to pretrial detention utilizing an array of supervised, conditional release strategies. At the heart of these strategies is the **Community Linkage Plan (CLP)**, a comprehensive transition plan developed by boundary spanners and tailored to the individual needs of the detainee. Based on the APIC best practice transition planning model, CLPs address critical domains of service (access to treatment, safe housing, bridge medication, restoration of benefits, transportation, supervision, etc)

with an emphasis on evidence-based integrated treatment for co-occurring disorders. As a voluntary program, CLPs are developed with full consumer input and seek to form a network of supportive relationships that will sustain the consumer and break the recidivism cycle. The Jericho Project seeks to serve the needs of persons whose contact with the criminal justice system is related to symptoms of untreated mental illness.

The model is an effective approach to the diversion of more serious felony offenders, those facing probation violations and persons with extensive arrest histories who are often excluded under other diversion models. Success during supervised release frequently improves ultimate case disposition, with impact ranging from full suspension of sentence to reduction (or outright dismissal) of charges. Evaluation data indicates reduced case lag time and recidivism plus increased quality of life and treatment compliance.

2. Project Description

The goal is for the SCSO Jail Division to continue working with Correct Care Solutions (CCS), Shelby County Pre-trial Services (PTS), and the Jericho Project, to expand the Jail Mental Health Unit services located on the second floor of the Shelby County Jail. In addition to providing a referral stream of jail inmates to the Jericho Project, the specialized unit maintains a structured, protective environment, for mentally ill inmates requiring an elevated level of level of care. Inmates are admitted to the J-MHU based on individual need and may be housed there for as little as one day or as long as they are incarcerated and in need of care.

The CCS Psychiatrist and Psychologist provide assessment and appropriate medication to all inmates on the J-MHU. In addition, a Counselor working for Pre-Trial Services and a Manager working for the Jail have been hired to complete release assessments and ensure the program is operating properly. The referral process for admission to the J-MHU and referral to the Jericho Project is a collaborative effort between the CCS Mental Health Director and Psychiatrist, and the J-MHU Manager. This process follows a path that includes proper identification, therapeutic intervention, case management, and re-entry planning and assessment.

Goal 1: Improve the treatment of mentally ill inmates in the SCSO Jail.

Objective 1: Continue to improve treatment services provided to inmates requiring special mental health care through admission to the J-MHU.

The SCSO Jail has established a residential housing area consisting of two separate units, each with a 26 bed capacity for those individuals properly identified as mentally ill. The Units operate 24 hours a day and are staffed with specially trained correctional officers who volunteer to work with mentally ill inmates. The Manager of this project will be responsible for maintaining accurate records outlining the total number of clients currently participating in the program. Record variables will include, but should not be limited to: RNI number, charge that led to incarceration, date of entry onto the J-MHU, date the defendant left the unit, and the name of the program agency to which they were referred.

Clinical supervision is provided by a certified psychiatrist and clinical psychologist who are employees of CCS. Selected inmates agree to be placed on the J-MHU and receive monitored medication disbursements and therapeutic counseling sessions/groups in a structured, protective environment.

Objective 2: Continue employment of the J-MHU Manager and Pre-Trial Services Counselor to assist and coordinate inmates' re-entry into the community.

The J-MHU employs a Manager with both correctional and mental health experience who previously worked through CCS for several years. The Manager reports to the Assistant Chief Jailer and is responsible for the day-to-day operation of the J-MHU. The Counselor, with experience in assessing inmates for release and re-entry through previous work in Pre-Trial Services, reports to the Pre-Trial Services Program Specialist. This Counselor coordinates and prepares J-MHU inmates for re-entry back into the community and tracks them after release.

The J-MHU Manager works closely with the Pre-Trial Services' Counselor and CCS staff to identify those individuals who are candidates for re-entry and formulate individual plans. Both staff persons, the J-MHU Manager and the Pre-Trial Services Counselor, work very closely with the inmates, the courts, and outside treatment providers to ensure a seamless process of re-entry back into the community.

Goal 2: Stabilize inmates admitted to the J-MHU and prepare them to be partners in their re-entry programs.

Objective 1: Increase the medication compliance of J-MHU inmates.

Medication compliance is often critical if inmates with serious mental health problems are to improve. This will be measured daily in all J-MHU inmates and any instance of a psychotropic medication refusal will be recorded by CCS medical staff and reported to the J-MHU Director. Medication

compliance will be supported and reinforced by staff, in classes and groups, and by use of program reinforcers.

Objective 2: Improve J-MHU inmates' social adjustment and ability to function.

An inmate's ability to partner in their treatment and subsequent re-entry into the community is critical for their success. Social adjustment/improved functioning will be operationally defined through measures of hygiene, group/class attendance, reduced instances of verbal/physical incidents, compliance with Unit rules and promotion to higher program levels. This will be scored daily through use of a simple point system maintained by the J-MHU staff and recorded by the J-MHU Director.

Goal 3: Make referrals to the Jericho Project and other community providers and help facilitate the resulting re-entry plans.

Objective 1: To increase the number of referrals to external treatment providers

The Pre-Trial Services Counselor will work with CCS staff and the J-MHU Manager to formulate specific treatment plans for those individuals deemed ready for release. The Counselor will decide how each individual's plan should be structured and which provider (Jericho or other community providers) is most appropriate.

Objective 2: To increase the number of J-MHU inmates successfully re-entering the community

The Pre-Trial Services Counselor will work with the public defender's office to structure individual treatment re-entry plans for defendants ready to go back into the community. These cases will be monitored and managed by Pre-trial Services staff with the Counselor serving as the lead staff member for those defendants that are part of the program.

3. Strategy/Activities

Timeline				
<u>Problem/Issue</u>	<u>Objective</u>	<u>Activities</u>	<u>Person Responsible</u>	<u>Time Frame</u>
Improve the treatment of mentally ill inmates in the SCSO Jail.	Objective 1: Continue to improve services provided to inmates requiring special mental care through admission to J-MHU	1. Referral of inmates to J-MHU 2. Diagnosis of inmate by CCS Staff (Mental Health). 3. Create Plan for inmate 4. Monitor inmate progress	Pre-Trial Services CCS Psychiatrist CCS Psychologist PTS Counselor J-MHU Manager	Ongoing
		1. PTS Counselor monitors J-MHU inmates and assesses release and monitors re-entry progress. 2. J-MHU Manager: oversees J-MHU program, ensures staff is in compliance with program requirements, reports progress to Assistant Chief Jailer	PTS Counselor J-MHU Manager	10/1/09 - 9/30/10
Stabilize inmates admitted to the J-MHU and prepare them to be partners in their re-entry programs.	Objective 1: To increase medication compliance of J-MHU inmates.			
	Objective 2: Improve J-MHU inmates' social adjustment and ability to function.	CCS to monitor medication of inmates admitted to J-MHU. Stats to be reported to the J-MHU Manager.	J-MHU Manager CCS	Ongoing
Make referral to the Jericho Project or community provider.	Objective 1: To increase the number of referrals to external treatment providers.	Monitor progress of J-MHU inmates. Create a post treatment plan and monitor cases until disposed of.	PTS Counselor CCS J-MHU Manager	Ongoing
	Objective 2: To increase the number of J-MHU inmates successfully re-entering the community.	Contact post release treatment provider monthly. Monitor cases for 6 months to 1 year.	PTS J-MHU Manager CCS	Ongoing

4. Program Evaluation

The SCSO will use the following report data to evaluate the effectiveness and progress of the J-MHU. The data will be collected on a monthly basis by the respective project participants and disseminated to the policy team members, the SCSO command staff, and any other relevant and interested parties of the public.

- Number of admissions to the J-MHU
- Number of discharges and the reasons
- Medication compliance measures
- Participant progress/performance measures
- Number referred to Jericho
- Number released by Courts to Jericho
- Number released to the community providers (non-court) plans
- Number of J-MHU inmates arrested after referral and release to Jericho
- Number of J-MHU inmates arrested after referral and release to community provider
- Number of released participants in compliance with their Jericho plans
- Number of released participants in compliance with their community plans

J-MHU staff will maintain information in a single database according to the inmate's R & I number so that J-MHU measures can be easily tracked and located. The J-MHU will remove inappropriate and disruptive mentally ill individuals from the inmate population and place them in a structured, protective environment designed to stabilize and improve their condition. When measures are appropriate, J-MHU inmates will be referred to Jericho and community providers with the overall goal of reducing re-arrests and re-incarceration. The J-MHU will make a positive impact in Shelby County which will yield a safer jail and community for inmates, staff, and citizens. The SCSO J-MHU, in partnership with the nationally recognized Jericho Project, has the potential to become a comprehensive national model for the management of the mentally ill in the criminal justice system.

5. Collaborative Partners/Partnerships

The collaborators for this project include the Shelby County Pre-trial Services Department, the Shelby County Public Defender Office, and the Shelby County Sheriff's Office. The SCSO Grants Coordinator will monitor and report quarterly financial reports and the J-MHU Manager will submit the monthly performance reports to the SCSO Grants Coordinator via email as well as oversee the staff of the J-MHU to ensure operations are ongoing. The Assistant Chief Jailer will oversee the program to ensure operations are ongoing and assist where needed. The Pre-trial Services Counselor monitors the progress of the inmates and assesses them for release in addition to following-up on re-entry progress into the community. Each unit participating in the project will be responsible for implementing and managing their responsibilities as detailed in the grant. The J-MHU works closely with the Public Defender's Office to ensure the referral of J-MHU inmates to the Jericho Project is working efficiently.

6. Retention Plan

Although the permanence of positions funded through this grant within the SCSO are not guaranteed, the likelihood that these positions will be continued will be significantly improved if the J-MHU is shown to be successful. The participating units of government will strongly support the continuation of these positions through whatever means possible if, as is expected, quantifiable improvements are shown through the reporting and evaluation processes.

7. Budget Narrative

Provide a brief narrative of the items contained in your Budget Detail Worksheet.

A. Personnel

The J-MHU Manager has both correctional and mental health experience and reports to the Assistant Chief Jailer. The PTS counselor reports to the Pretrial Services (PTS) Program Specialist. Both the manager and counselor coordinate and prepare J-MHU inmates for reentry into the community. The J-MHU manager works very closely with the PTS Counselor and CCS staff to identify those individuals (males and females) who are candidates for reentry and formulate specific individual plans. Both the J-MHU Manager and the PTS Counselor work closely with the inmates, the public defender's office, the courts, and outside treatment providers to ensure a seamless process of reentry back into the community.

B. Fringe Benefits

Fringe benefits are based upon each individual's salary and do not include a 3% increase. Fringe amounts are calculated using the 2010 fiscal year rates; includes pension, OPEB, Medicare, disability, on the job injury, life insurance, and FICA. Health insurance amounts reflect an expected increase in healthcare costs each year of the project.

C. Travel

Due to budgetary concerns travel has been eliminated from this budget.

D. Equipment

N/A

E. Supplies

Supplies in the form of printing paper, toner for copying of reports, and other operating supplies as needed.

F. Construction

N/A

G. Consultants/Contracts

N/A

H. Other

N/A

**2009 RECOVERY JUSTICE ASSISTANCE GRANT
PROPOSAL APPLICATION
COVER PAGE INFORMATION**

Name of Applicant

Division of Corrections (SCDC)

Program/Project Title:

3R Project Re-Entry

Project Purpose Area:

Corrections and Community Corrections

Federal Amount Requested:

\$388,680

The Point of Contact/Project Director will be the individual responsible for completing the required programmatic and fiscal reports for the funded project. This person will submit all required documents to the County Point of Contact or designee.

Point of Contact/Project Director:

Stanley Lipford

Project Director Email Address:

Stanley.Lipford@Shelbycountyttn.gov

Applicant Address:

1045 Mullins Station Rd, Memphis, TN 38134

Project Director Phone/Fax Number:

901-377-4695 / 901-377-4699

Name/Address of Collaborating Agencies

1. **Tennessee Department of Correction, 6th Floor, Rachel Jackson Building, Nashville, TN**
2. **TN Board of Probation & Parole, 404 James Robertson Parkway, Suite 1300, Nashville, TN**
3. **Memphis Literacy Council, 902 S Cooper St, Memphis, TN**
4. **Operation Safe Community, 600 Jefferson Ave., Suite 400, Memphis, TN**
5. **Shelby County Victim's Assistance Center, 600 Adams Ave, Memphis, TN**
6. **Southwest Tennessee Community College, 5983 Macon cove, Memphis, TN**
7. **Mid-South Reads, 320 Ball Hall, University of Memphis, Memphis, TN**
8. **Workforce Investment Network, 44 N. Main, Memphis, TN**

**Provide a description of
Past LLEBG Funding**

None for this program

The following are **required** measures for awards made under the Recovery Act:

Objective	Performance Measures	Data the grantee provides for 3-month reporting period	Description (Plain language explanation of what exactly is being provided)	Goal for this project:
Recovery Act: Preserving jobs	Number of jobs saved (by type) due to Recovery Act funding.	a) How many jobs were prevented from being eliminated with the Recovery Act funding during this reporting period? b) How many jobs that were eliminated within the last 12 months were reinstated with Recovery Act funding?	An unduplicated number of jobs that would have been eliminated if not for the Recovery Act funding during the three-month quarter. Report this data for each position only once during the grant. A job can include full time, part time, contractual, or other employment relationship.	None
Recovery Act: Creating jobs	Number of jobs created (by type) due to Recovery Act funding.	How many jobs were created with Recovery Act funding this reporting period?	An unduplicated number of jobs created due to Recovery Act funding during the three month quarter. Report this data for each position only once during the grant. A job can include full time, part time, contractual, or	8

			other employment relationship.	
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1. Problem Statement

- What is the problem? Be clear but brief.
- Include data to show the scope and the size of the problem.
- Tell how the proposed program will solve the problem.
- What other programs currently exist to affect this problem?
- How will the proposed program fit with existing programs?

The eventual release of offenders back into our community in Shelby County along with their high rate of recidivism has a negative impact on public safety. Statistics show that 97% of all inmates, including 100% of those serving time at the Division of Corrections (SCDC), eventually leave prison. All inmates released from SCDC are released back into our community and that represents over 7,000 men and women in 2008 alone. The recidivism rate both nationally and locally is in excess of 60%.

The proposed program will echo in Shelby County the transition communities that TDOC implemented in two other locations within their prisons which are designed to gradually prepare offenders to live successfully in a free world. Programs in Boston and Chicago, similar to our program, reduced recidivism to about half this rate. It is expected that this program will have the effect of significantly reducing recidivism among participants.

Currently, SCDC has several programs and activities that the men and women are able to participate in i.e., The 3R Project, Fatherhood, Staying Home, Project BLAST, Work Release, GED classes and MRT groups. The proposed project will allow for some of the same components used in the existing programs to be implemented into it.

2. Project Description

- What is the overall **goal** of the project? What is the project going to do and how?
- What are the measurable **objectives** of the project?
- How will the objectives be measured?
- How does the project implementation link with the problem described above? How will it solve the problem?
- What is the target population? What area of Shelby County will be served?

This project has two goals that interrelate as to the economic vitality of our community in the long run. Implementation of a Re-Entry Center and programming that reduces recidivism among participants compared to non-participants is the first goal. The Center, a separate minimum security building located across the street from the main SCDC compound, is designed to house 36 women and 92 men and provides space for offices, classrooms, computer lab, visitation and food service. An outgrowth of the program will be individuals ready for productive employment in the community either directly or through programs like Second Chance. The second goal is the immediate benefit to the economy and meets the objective of the Recovery Act with the creation of eight (8) new jobs.

The objectives are to hire new employees and operate a center, evaluate and educate inmates, change habits and attitudes and develop life-skills to avoid a life of crime. Objectives will be measured based on number of program participants, numbers participating in various training

programs, number of individual re-entry plans developed, number of individuals who exhibit a desired change in targeted area, percentage of individuals rearrested within 1 and 3 years of release versus a control group, number of individuals employed within 3 months and 1 year of release and number of individuals who participate in post-release programming in the community.

This program uses a holistic approach to dealing with the needs of the offender and changing their habits and perspectives during incarceration and after release. Program success will be measured as both employment of new corrections professionals as well as employment versus criminal activity of program participants upon release. Similar programs in Boston and Chicago have reduced future criminal activity among participants by about 50% compared to non-participants.

In order to be eligible for the transition center program, an offender must meet the following eligibility criteria:

- Within 12 months of release eligibility or expiration of sentence
- Must be able to physically perform job functions
- No Class A or B disciplinary offenses within the last six months
- Convicted in Shelby or surrounding county
- BOPP referral if presently in TDOC facility

3. Strategy/Activities

- Clearly, describe the activities of the program and give a timeline for implementation indicating outcomes of the activities.
- Define the role and responsibilities of each collaborating partner. List the point of contact for each agency that will be responsible for the project activities.
- Timeline format: Problem/Issue – Objectives – Activities – Person Responsible – Time Frame

The transition center will utilize a modified therapeutic community model that promotes awareness, responsibility and accountability. The center will operate a three (3) phase approach lasting nine (9) to twelve (12) months. Services will be delivered continuously to each offender based on their entry date to the program and their expected release date. The first phase is vocational and educational training, mental health and substance abuse treatment, life skills training, mentoring and risk assessment. In the second phase highly specific re-entry plans are developed approximately six months before the offender's release date that address housing, employment, transportation, benefit reconnection, healthcare (primary and mental) and family unification. Additionally, identification and connection with probation and parole, social services and faith-based organizations are established. Phase three consists of post release monitoring.

Attributes of this program include:

- Modified therapeutic community model
- Assessment of criminogenic issues, addiction severity, employment and vocational training, socialization and relationships
- Phase progression
- Drug testing
- Community service
- Focus on employment retention
- Fees assessed to off-set costs

Program services will be offered through SCDC staff including those funded by this grant except as noted for partners. Program services offered include:

- Risk assessment (LS/CMI)
- Educational assessment - Memphis Literacy Council
- Needs assessment
- Employment assessment (PESCO)
- Employment readiness and placement assistance – staff and WIN (Workforce Investment Network)
- Individualized Re-entry Plan
- Relapse Prevention
- Victim Impact – Victim’s Assistance Center
- Anger Management
- ABE/GED classes – staff and Memphis Literacy Council, Mid-South READ, Southwest Community College
- Cognitive behavioral therapy (MRT)
- Discharge planning
- Community service
- Parole preparation
- Mentoring services
- Case management

4. Program Evaluation

- Address the measurements you will put in place to determine the effectiveness of the proposed project.
- Indicate a clear connection of the outcomes with the problem.
- Explain what data will be collected and reported, and who will do it.
- Explain how the information will be used.

SCDC will measure both output and outcomes. Output measures will include positions created, number of program slots available and number of individuals served, number of hours of programming provided, number of individuals who complete each program, and number of individual re-entry plans prepared. Outcome measures will include number of individuals who exhibit a desired change in targeted area, percentage of individuals rearrested within 1 and 3 years of release versus a control group, number of individuals employed within 3 months and 1 year of release and number of individuals who participate in post-release programming in the community.

Grant funded personnel and existing county personnel overseeing grant programs will track and maintain the data. SCDC will utilize software developed by Social Solutions and named “ETO” (“Efforts To Outcome”) to record program participation and track outputs and outcomes for both the selected inmates and a control group. The software will maintain a comprehensive history of participant information, monitor participant program attendance, manage and analyze participant demographic data, analyze assessment results, manage referrals, identify and track key trends. This software will allow us to track and monitor the progress of our men and women while they are here

and once they are released so that we will be able to show documented proof of our recidivism rate at SCDC. In addition, the software, allows the host-administrator to capture the work hours of the staff and determine measurable goals for them and show the need to have the number of staff in place working with our men and women and possibly eliminating the need to layoff essential staff in the future.

The information gathered will be used to evaluate fulfillment of program goals and objectives as well as to identify modifications necessary to improve the program outcomes.

5. Collaborative Partners/Partnerships

- List the agencies involved in the project.
- Define their role and responsibilities. What will they bring to the project?

The following list of collaborative partners will provide to the project their specific and identified services as indicated:

State of Tennessee Board of Probation and Parole (BOPP) - BOPP's role and function for this project is to screen candidates in TDOC facilities and to work with SCDC to coordinate efforts with respect to offenders returning home on probation and parole.

Memphis Literacy Council - They work in conjunction with this project to build awareness in developing and educational needs.

Workforce Investment Network (WIN) - They will provide employment readiness training and job placement.

Mid-South Reads - Mid South Reads, using both community and university resources, will address the educational needs of our project participants.

Comprehensive Counseling Network - CCN will assist participants with addressing mental health and A&D issues.

Tennessee Department of Corrections - TDOC will serve as a referral pool for offenders who meet the eligible requirements for participation in this project, appropriate screening and evaluations will be administered prior to recommendation for placement.

Southwest Tennessee Community College - SWCC will provide GED instruction for participants.

6. Retention Plan

- Projects must plan for continuation once the grant funds cease. How will the applicant find additional funding to continue or even expand the project?
- List any supplemental funding sources.

This program is envisioned as a pilot program to evaluate its effectiveness in addressing recidivism in Shelby County. Unfortunately, recidivism will never be eliminated and this type of programming will not work for all offenders. Based on the results of this program, we would envision its concept being implemented into the programming for the majority of all offenders processed through the Shelby County court system. It would be offered through funding of the SCDC budget in future years.

It is our plan to continue to apply for federal and state funding to offer new and innovative programming or evaluate concepts for successful conversion of offenders in our community to law abiding citizens.

7. Budget Narrative

Provide a brief narrative of the items contained in your Budget Detail Worksheet.

A. Personnel

Staffing is identified and provided to support the programmatic side of the operation. This involves a total of 8 new positions at a total cost of \$264,277. Custody function for the building will be provided by existing SCDC staff.

B. Fringe Benefits

Fringe benefits are computed at the standard county rates for the 8 positions at a total cost of \$110,653.

C. Travel

No travel will be conducted except local. Funding at \$3,000 is for local transportation in the form of mileage reimbursement for the Case Manager and Employment Specialist in monitoring released offenders and in seeking and monitoring employment opportunities.

D. Equipment – None Requested

E. Supplies

A projector and screen with an estimates cost of \$750 is needed for training. MRT books (200 at \$25 each) must be purchased for each participant at a cost of \$5,000. All other programmatic supplies and building supplies will be furnished as a regular part of SCDC operations and budget.

F. Construction – None Requested

G. Consultants/Contracts

Funding is requested at \$5,000 for on-site training in the therapeutic community model for all staff associated with the program.

H. Other – None Requested

**2009 RECOVERY JUSTICE ASSISTANCE GRANT
PROPOSAL APPLICATION
COVER PAGE INFORMATION**

Name of Applicant City of Bartlett, Tennessee Police Department

Program/Project Title:	Laptops for Law Enforcement
Project Purpose Area:	Bartlett Police Department Patrol Division
Federal Amount Requested:	\$49,332.60

The Point of Contact/Project Director will be the individual responsible for completing the required programmatic and fiscal reports for the funded project. This person will submit all required documents to the County Point of Contact or designee.

Point of Contact/Project Director:	Inspector Steve Todd
Project Director Email Address:	stodd@bartlettpolice.org
Applicant Address:	3730 Appling Rd, Bartlett, TN 38133
Project Director Phone/Fax Number:	(901) 385-5560

Name/Address of Collaborating Agencies

1. Shelby Co. Sheriff's Department
2. _____
3. _____
4. _____

**Provide a description of
Past LLEBG Funding**

Previous LLEBG was used for Law Enforcement Equipment

The following are **required** measures for awards made under the Recovery Act:

Objective	Performance Measures	Data the grantee provides for 3-month reporting period	Description (Plain language explanation of what exactly is being provided)	Goal for this project:
Recovery Act: Preserving jobs	Number of jobs saved (by type) due to Recovery Act funding.	a) How many jobs were prevented from being eliminated with the Recovery Act funding during this reporting period? b) How many jobs that were eliminated within the last 12 months were reinstated with Recovery Act funding?	An unduplicated number of jobs that would have been eliminated if not for the Recovery Act funding during the three-month quarter. Report this data for each position only once during the grant. A job can include full time, part time, contractual, or other employment relationship.	X
Recovery Act: Creating jobs	Number of jobs created (by type) due to Recovery Act funding.	How many jobs were created with Recovery Act funding this reporting period?	An unduplicated number of jobs created due to Recovery Act funding during the three month quarter. Report this data for each position only once during the grant. A job can include full time, part time, contractual, or other employment relationship.	X

1. Problem Statement

- What is the problem? Be clear but brief.
- Include data to show the scope and the size of the problem.
- Tell how the proposed program will solve the problem.
- What other programs currently exist to affect this problem?
- How will the proposed program fit with existing programs?

The City of Bartlett, Tennessee Police Department has a Record Management System (RMS) which is web based. The system is set up so officers can take reports in the field using laptop computers and then send them to the server via the internet without leaving their district. Our problem is that we have a limited number of laptops and these laptops are used by every shift, twenty-four hours a day. These computers are taken in and out of patrol units and the wear and tear on them leads to a higher than average maintenance. While the computers are down or there are not enough for every officer on the shift, officers have to leave the field and their districts to go to headquarters to complete their reports. The Bartlett Police Department currently has 15 laptops that are used by 73 patrol officers. In 2008, the Bartlett Police Department took 6,153 offense reports.

Adding additional laptops to the patrol division will allow our department to mount these in the patrol units so that the wear and tear on them will decrease dramatically. It will also provide officers enough laptops to be available for every officer on the shift which will allow officers to remain in their districts in the field to provide proper coverage.

The Bartlett Police Department has budgeted for 2009/2010 a mobile data system which will allow officers in the field to check driver's license, vehicle registrations and warrant checks over the web. All of the paperwork involved in an arrest can also be completed and transmitted using these laptops. The laptops purchased through this grant will assist in providing the hardware to accomplish these transactions. This equipment will also allow officers to reduce the amount of radio traffic by allowing each officer to run information in their vehicles. Another benefit of this program will dramatically increase the accuracy of crime data.

2. Project Description

- What is the overall **goal** of the project? What is the project going to do and how?
- What are the measurable **objectives** of the project?
- How will the objectives be measured?
- How does the project implementation link with the problem described above? How will it solve the problem?
- What is the target population? What area of Shelby County will be served?

The goal of this project is to provide officers the equipment needed to reduce the amount of time spent off the street and out of their districts. These laptops will allow officers to complete their reports on the scene and then send them wirelessly to the server without leaving their patrol area.

The objectives of this project are to reduce the time spent at headquarters completing reports on desktop computers. Time saved away from headquarters will be measured by the log sheets that the officers complete each shift. These log sheets will reveal that the officers will spend more time on the street because of this equipment.

This project will put more laptops in officer's hands so that they will be able to do their jobs more efficiently. There will be no down time for reporting after this project is implemented.

The target population will be the citizens and guests of the City of Bartlett which borders the northeast city limits of the City of Memphis. The City of Bartlett is Shelby County's second largest city and the ninth largest city in the state of Tennessee.

3. Strategy/Activities

- Clearly, describe the activities of the program and give a timeline for implementation indicating outcomes of the activities.
- Define the role and responsibilities of each collaborating partner. List the point of contact for each agency that will be responsible for the project activities.
- Timeline format: Problem/Issue – Objectives – Activities – Person Responsible – Time Frame

The strategy of this program is to install these laptops into patrol units and begin using them within one month of receiving them for offense reporting. On November 1, 2009, the Bartlett Police Department will begin to use the mobile data system which will allow officers to use these laptops for license checks, registration checks and wants and warrants.

The timeline format:

Problem/Issue: There is currently a limited number of laptops available to Bartlett officers for offense reporting thus causing a backlog and downtime for officers taking reports.

Objectives: This project will increase the time spent by each officer in the field and will eventually enhance productivity, accuracy, and efficiency of the officers in the field.

Activities: Officers will use this equipment to immediately assist them in offense reporting and will later assist them in checking data such as driver's license and warrants.

Person Responsible: Inspector Steve Todd, Commander of Traffic Bureau

Time Frame: Offense reporting will begin within one month upon receiving equipment and the mobile data portion will begin use in November of 2009.

4. Program Evaluation

- Address the measurements you will put in place to determine the effectiveness of the proposed project.
- Indicate a clear connection of the outcomes with the problem.
- Explain what data will be collected and reported, and who will do it.
- Explain how the information will be used.

Information will be kept on the number of offense reports each laptop generates. In addition, the personal log sheet of each officer will reveal the amount of time saved by each officer completing the report in the field. Information will also be kept by the officer on each query they submit once the data mobile is in use.

The data collected will reveal the time saved from headquarters and the total time spent on each offense report. The mobile data information will reveal how often the laptop will be used to run record checks on individuals on traffic stops and other calls. This will greatly reduce the air time on the radio and increase officer safety because the officer will not have to wait on the information via communications or heavy radio traffic.

Officers who receive these laptops in their patrol units will be responsible for the times they are special on offense reports and also the number of queries they have each shift using the mobile data system. This data will be collected from the officers by the shift Lieutenants and this will be delivered to Inspector Steve Todd, commander of the patrol division. This information will be used to show time saved by the officers using the mobile reporting system and it will provide accurate crime statistics.

5. Collaborative Partners/Partnerships

- List the agencies involved in the project.
- Define their role and responsibilities. What will they bring to the project?

Along with the Bartlett Police Department the Shelby County Sheriff's Office will allow access to their JMS reporting system that will provide a data base of information that will be shared between agencies. The department will also have access to the county warrant data base as well that will provide a wealth of information to the officers in the field. The Bartlett Police Department also enters their wants and warrants into this same database. The Bartlett Police Department and the Shelby County Sheriff's Department have shared this information in the past and will continue to work together in the future to share information which is a vital part of combating crime in the Midsouth. The addition of these computers will further enable collaborating agencies to work harmoniously in the near future.

6. Retention Plan

- Projects must plan for continuation once the grant funds cease. How will the applicant find additional funding to continue or even expand the project?
- List any supplemental funding sources.

Future funding will occur each time a patrol unit is replaced. The cost of a laptop will be budgeted as equipment for the patrol unit along with the price of the vehicle.

7. Budget Narrative

The Bartlett Police Department requests the 2009 Recovery Justice Assistance Grant funds for the purchase of twelve (12) Panasonic Toughbook model CF-30 laptop computers. Each computer cost approximately \$4,111.05 for a grand total of \$49,332.60 in grant funds. The Bartlett Police Department currently uses this model computer in the field and is in need of replacement computers as well as adding additional for use in the field as the number of officers is increased with future annexation growth as well as the expectation of increasing the work force through the recently announced COPS grant. The Bartlett Police Department has currently budgeted for the upgrade to go to an entirely wireless based field reporting system and through the use of these computers, along with the new wireless field reporting software, will greatly enhance the productivity, accuracy, and efficiency of the officers in the field. The twelve Panasonic Toughbook model CF-30 laptop computers that we request are military spec grade and have worked well for the department in the past.

A. Personnel

B. Fringe Benefits

C. Travel

D. Equipment

E. Supplies

F. Construction

G. Consultants/Contracts

H. Other

**2009 RECOVERY JUSTICE ASSISTANCE GRANT
PROPOSAL APPLICATION
COVER PAGE INFORMATION**

Name of Applicant Town of Collierville Police Department

Program/Project Title:	Patrol In-Car Video Recording & Archiving Improvement
Project Purpose Area:	Criminal Justice Improvement
Federal Amount Requested:	\$39,500

The Point of Contact/Project Director will be the individual responsible for completing the required programmatic and fiscal reports for the funded project. This person will submit all required documents to the County Point of Contact or designee.

Point of Contact/Project Director:	Captain Mike Moore
Project Director Email Address:	mmoore@ci.collierville.tn.us
Applicant Address:	156 N. Rowlett, Collierville, TN 38017
Project Director Phone/Fax Number:	(901) 457-2570/Fax: (901) 457-2568

Name/Address of Collaborating Agencies

1. N/A
2. _____
3. _____
4. _____

Provide a description of Past LLEBG Funding	2001 LLEBG (\$10.189 plus local match) for a Speed Trailer
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The following are **required** measures for awards made under the Recovery Act:

Objective	Performance Measures	Data the grantee provides for 3-month reporting period	Description (Plain language explanation of what exactly is being provided)	Goal for this project:
Recovery Act: Preserving jobs	Number of jobs saved (by type) due to Recovery Act funding.	a) How many jobs were prevented from being eliminated with the Recovery Act funding during this reporting period? b) How many jobs that were eliminated within the last 12 months were reinstated with Recovery Act funding?	An unduplicated number of jobs that would have been eliminated if not for the Recovery Act funding during the three-month quarter. Report this data for each position only once during the grant. A job can include full time, part time, contractual, or other employment relationship.	X N/A
Recovery Act: Creating jobs	Number of jobs created (by type) due to Recovery Act funding.	How many jobs were created with Recovery Act funding this reporting period?	An unduplicated number of jobs created due to Recovery Act funding during the three month quarter. Report this data for each position only once during the grant. A job can include full time, part time, contractual, or other employment relationship.	X N/A

1. Problem Statement

- What is the problem? Be clear but brief.
- Include data to show the scope and the size of the problem.
- Tell how the proposed program will solve the problem.
- What other programs currently exist to affect this problem?
- How will the proposed program fit with existing programs?

The Patrol Officers of the Collierville Police Department record each traffic stop and other street level encounters with suspects on an in-car video camera system. The recordings are captured on a hard drive storage system within each unit. The portable hard drive storage device must be removed from the car each time it is either full or when the officer has video footage that has to be captured for use as evidence in a criminal matter. The portable hard drive is brought into the Patrol Room where they are loaded into a device that captures the video on the hard drive via USB connection and stores it on a desktop computer. For evidence, the specific footage must then be located and that segment of video is “burned” on a DVD disc for archiving and storage as evidence. Due to the volume of video and the large storage size of the portable hard drives, it is taking as much as 2 hours to complete this transaction. Additionally, we do not possess adequate backup measures to ensure the data is safe from computer malfunctions, either system problems or hard drive failure. With the purchasing of a new system that transmits data automatically from a wireless source, we would be able to considerably reduce the time an officer is out of service. The addition of a media server would ensure the data remains safely stored for retrieval for future use in court. Video obtained from these critical devices have been used numerous times in court proceedings as evidence, exonerating officers from false accusations, and capturing key information relative to Criminal Justice. We would also acquire the ability to wirelessly download the video automatically from Patrol cars each time they return to the Police Headquarters building area, resulting in smaller downloading times due to more frequent clearing of the drive data.

2. Project Description

- What is the overall **goal** of the project? What is the project going to do and how?
- What are the measurable **objectives** of the project?
- How will the objectives be measured?
- How does the project implementation link with the problem described above? How will it solve the problem?
- What is the target population? What area of Shelby County will be served?

The Collierville Police Department's goal is to reduce the amount of time officers are removed from their patrol duties by introducing a more efficient and reliable system of transferring video data from our Patrol Car In-Car Camera video system. We want to have our officers be able to download their in-car camera video, be able to quickly burn video footage for evidence, and establish safe archiving of video onto a reliable storage server. The officers now are prompted when their portable hard drive is full. They must then go download the drive onto a computer located on the 2nd floor of our Headquarters. The wireless transfer system is set up to download data each time the car is in the area of headquarters. The drives on most vehicles would rarely fill up with the new system thereby reducing the download times significantly. Also, not having to remove the drives from the system would certainly reduce the risk of damaging equipment both in the car and with the portable/removable drives. We project significant time savings for our officers with the new system allowing them to be back on the street and patrolling their district faster. We also need to accomplish a more reliable backup for the information stored in the database. We currently have no backup for the data (video) and we need to keep the data for approx. 90 days or more. As our department has grown over past couple of years, this system has become overwhelmed, resulting in excessively long download times and instability. We believe we could reduce the time it takes our Patrol Officers to complete this process 25% or more. The media server storage would be the safeguard of the data as a backup and would make the data more accessible to other user groups within the department. The Collierville Police Department has successfully utilized the In-Car cameras on many occasions to document key evidence in criminal matters, address complaints on officers, most often clearing our officers from false allegations relative to complaints. We strive to remain professionals in Law Enforcement and maintain the trust and respect of our citizens and guests. The measurement of the time savings will be easy to track as our Patrolmen get out of service officially at HQS whenever video is downloaded for evidence or just to clear the full drive. Every citizen and guest will benefit with our officers time being spent out in the town patrolling rather than wasting valuable time waiting on video downloading in an excessively long timeframe. We currently have approx. 44,000 citizens in Collierville but have a large transient traffic population during day and evening hours due to the heavy presence of service industry traffic and also through traffic from Shelby, Fayette and Marshall counties. This traffic easily exceeds 100,000 daily.

3. Strategy/Activities

- Clearly, describe the activities of the program and give a timeline for implementation indicating outcomes of the activities.
- Define the role and responsibilities of each collaborating partner. List the point of contact for each agency that will be responsible for the project activities.
- Timeline format: Problem/Issue – Objectives – Activities – Person Responsible – Time Frame

We would quickly implement the upgrade to improve our ability to retrieve and store data faster once the units were upgraded to a wireless transmission of the data. The secure storage onto a media server equipped to handle the large volume of data that we produce and the burning of the footage deemed to be evidence would be much faster and more reliable. Technicians would be able to install the equipment on each Patrol car quickly as the units we have now are setup for this upgrade. It would be

an efficient, turn key project with a very small completion timeframe, likely within a couple months.

4. Program Evaluation

- Address the measurements you will put in place to determine the effectiveness of the proposed project.
- Indicate a clear connection of the outcomes with the problem.
- Explain what data will be collected and reported, and who will do it.
- Explain how the information will be used.

We would be able to measure the time consumed with the new system versus the old system very easily. Obviously, we know the equipment would allow the officer to be out of service much less with the new system and the preservation of the data would be much more reliable. We can measure the time savings based on a sampling of their shift activity logs where they show themselves out of service for Video Downloading. This equipment purchase would not be programmatic but would improve an existing Criminal Justice function that is frequently used in Law Enforcement operations, including court proceedings. The drives would rarely fill up to maximum capacity with the upgraded transmission capabilities due to the frequency that cars would be in range of the automatic downloading of video footage.

5. Collaborative Partners/Partnerships

- List the agencies involved in the project.
- Define their role and responsibilities. What will they bring to the project?

N/A

6. Retention Plan

- Projects must plan for continuation once the grant funds cease. How will the applicant find additional funding to continue or even expand the project?
- List any supplemental funding sources.

Any fees or continued funding relative to this improvement will be absorbed into our annual budget and we currently budget any future cars to include the In-Car Camera systems, among other types of equipment. Simply put, this program will continue to be utilized as we purchase additional Patrol cars in the future from our annual budget.

7. Budget Narrative

(See Equipment Section)

A. Personnel

N/A

B. Fringe Benefits

N/A

C. Travel
N/A
<p>D. Equipment</p> <p>To implement this program, we are purchasing a 4TB Media Server to store all of the video that is downloaded from the Patrol cars for archiving and retrieval. We would like to store the video for a minimal of 90 days and our In-Car camera records at high quality resolutions, resulting in large file sizes. The server expense is estimated at \$22,000 which includes the equipment itself, setup of the automatic archiving for the specified time as well as a system of “flagging” certain files for specific archiving. Also, the proprietary setup of our In-Car video system/software must be configured on this server by representatives from our In-Car Video provider. The conversion of the wireless transmission must be completed by our vendor for our In-Car Video system on each Patrol Car’s video system. This cost is estimated at \$500 per car and includes installation and new setup on the Computer/Server system. We have 35 cars currently in service which results in an estimated cost of \$17,500. This would result in our grant request totaling \$39, 500. This exceeds our town’s allotted grant amount. Under our grant amount, our priority would be to at least install the wireless conversion on 9 cars which would make the total grant request approx. \$26,500. In summary, if the funding is available, we would request all 35 cars to receive this capability which would complete our project entirely. If the funding is not available, we would partially implement the project at \$26,500.</p>
<p>E. Supplies</p> <p>N/A</p>
<p>F. Construction</p> <p>N/A</p>
<p>G. Consultants/Contracts</p> <p>N/A</p>
<p>H. Other</p> <p>N/A</p>

Equipment Budget Detail Worksheet	Estimated Costs
4TB Digital Media Server System to include install/system setup with software for administration.	\$22,000
Wireless Downloading/Transmission conversion including installation-35 cars at \$500 each	\$17,500
Total Costs of In-Car Video Improvement Project	\$39,500

**2009 RECOVERY JUSTICE ASSISTANCE GRANT
PROPOSAL APPLICATION
COVER PAGE INFORMATION**

Name of Applicant City of Germantown Tennessee Police Department

Program/Project Title:	Panasonic Toughbook in-car computer and mount purchase
Project Purpose Area:	School Resource Officers computers
Federal Amount Requested:	\$17,200.00

The Point of Contact/Project Director will be the individual responsible for completing the required programmatic and fiscal reports for the funded project. This person will submit all required documents to the County Point of Contact or designee.

Point of Contact/Project Director:	Captain Michael C. Berkes
Project Director Email Address:	mberkes@germantown-tn.gov
Applicant Address:	1930 S. Germantown road Germantown, TN 38138
Project Director Phone/Fax Number:	901-757-7307/901-751-7655

Name/Address of Collaborating Agencies

1. n/a
2. _____
3. _____
4. _____

**Provide a description of
Past LLEBG Funding**

1999 Crime Prevention Grant used to purchase equipment for drug enforcement and narcotics awareness education programs under Project R.E.A.P. (Reduce Narcotics Transactions through Education, Arrest and Prosecution). The amount of the grant was \$14,850.00.

The following are **required** measures for awards made under the Recovery Act:

Objective	Performance Measures	Data the grantee provides for 3-month reporting period	Description (Plain language explanation of what exactly is being provided)	Goal for this project:
Recovery Act: Preserving jobs	Number of jobs saved (by type) due to Recovery Act funding.	a) How many jobs were prevented from being eliminated with the Recovery Act funding during this reporting period? b) How many jobs that were eliminated within the last 12 months were reinstated with Recovery Act funding?	An unduplicated number of jobs that would have been eliminated if not for the Recovery Act funding during the three-month quarter. Report this data for each position only once during the grant. A job can include full time, part time, contractual, or other employment relationship.	0
Recovery Act: Creating jobs	Number of jobs created (by type) due to Recovery Act funding.	How many jobs were created with Recovery Act funding this reporting period?	An unduplicated number of jobs created due to Recovery Act funding during the three month quarter. Report this data for each position only once during the grant. A job can include full time, part time, contractual, or other employment relationship.	0

1. Problem Statement

- What is the problem? Be clear but brief.
- Include data to show the scope and the size of the problem.
- Tell how the proposed program will solve the problem.
- What other programs currently exist to affect this problem?
- How will the proposed program fit with existing programs?

The Germantown Police Department has five (5) School Resource Officers assigned to the schools in Germantown. Currently four (4) of the officers do not have in-car computers to utilize in the performance of their duties. All the incident and arrest reports are completed on the computer and the officers must now leave their assigned school to complete these reports. When the officers leave the school campus the time away lasts on the average one hour. The amount of instances for leaving depends on the individual school. The high school officers handle a greater amount of reports than do the middle schools. With the purchase of the computers the SRO's will be able to complete their reports and gather any information from law enforcement data bases without leaving the school. There are no current programs that would affect this problem. The paperless reporting cannot be accessed from outside the city system. The purchase of these computers would complete the outfitting of all patrol vehicles in the fleet.

2. Project Description

- What is the overall **goal** of the project? What is the project going to do and how?
- What are the measurable **objectives** of the project?
- How will the objectives be measured?
- How does the project implementation link with the problem described above? How will it solve the problem?
- What is the target population? What area of Shelby County will be served?

The overall goal of the project is to reduce or eliminate the need for the School Resource Officer to leave their assigned school to complete incident reports generated at the school. The project will allow the SRO's to stay on campus to complete and submit their incident reports by purchasing the needed in car computers and computer mounts. The measurable objectives are the amount of use of the computers by the SRO's and the time saved by being able to remain on campus. The objectives will be measured by the amount of reports taken by the SRO's, the amount of times the SRO's utilize the computer and the average time spent on each report. Once the project implementation takes place the problem will diminish or be eliminated by the fact that the SRO's will be able to stay on campus to complete their reports eliminating the need to leave campus. The target population is the entire school populations of the four (4) schools affected by not having computers for the SRO's. The area served will be the City of Germantown and the areas surrounding Germantown that have children attending the schools.

3. Strategy/Activities

- Clearly, describe the activities of the program and give a timeline for implementation indicating outcomes of the activities.
- Define the role and responsibilities of each collaborating partner. List the point of contact for each agency that will be responsible for the project activities.
- Timeline format: Problem/Issue – Objectives – Activities – Person Responsible – Time Frame

The SRO's will have training on all new updates involving the computers and associated programs and equipment. The training will begin when the 2008-09 school year completes and the SRO's are placed back into regular patrol duties for the summer months. The outcome shall be that all SRO's are up to date on the in-car computer systems.

There are no collaborating partners with this program.

Timeline format:

the problem is that four (4) of the current five (5) School Resource Officers do not have in-car computers to complete incident reports and arrest reports and must leave their assigned school to complete those reports.

The objectives are to reduce or eliminate the need for the SRO to leave campus to complete reports and to have the ability to access law enforcement data bases to better accomplish their job tasks.

The activities are to have updated training on the use of the in-car computers and law enforcement data bases.

The person responsible will be the SRO's direct supervisor and the Project Director.

The time frame will be between the end of the current 2008-09 school year and the beginning of the 2009-10 school year so that all SRO's are to date on training and use of the in-car computers.

4. Program Evaluation

- Address the measurements you will put in place to determine the effectiveness of the proposed project.
- Indicate a clear connection of the outcomes with the problem.
- Explain what data will be collected and reported, and who will do it.
- Explain how the information will be used.

The measurements will be how often the SRO utilizes his/her computer to complete incident and arrest reports, how often the SRO will utilize law enforcement data bases to obtain information and time saved by having the available computers.

The outcomes will be clear in that the SRO will not have leave the campus to complete reports, contact either the communications center or investigative unit for information gained via the computer.

The data collected will consist of the amount of incident and arrest reports generated by the SRO and the amount of times the SRO will utilize the computer to access law enforcement data bases. The data will be reported on a daily SRO log sheet by each SRO. The shift supervisor will then weekly tabulate the totals and give them to the Project Director who will use the information gathered to see how much time was saved by each SRO.

The information will be used to show the amount of time the School Resource Officer would have been away from his/her assigned school leaving the school without a police presence. It can also track the amount of incident reports are being generated at each school.

5. Collaborative Partners/Partnerships

- List the agencies involved in the project.
- Define their role and responsibilities. What will they bring to the project?

There are no Partners or Partnerships on this project.

6. Retention Plan

- Projects must plan for continuation once the grant funds cease. How will the applicant find additional funding to continue or even expand the project?
- List any supplemental funding sources.

Funding after the grant ceases will come from planned future Police Departments budgets and if available Federal Drug funds.

7. Budget Narrative

Provide a brief narrative of the items contained in your Budget Detail Worksheet.

A. Personnel

B. Fringe Benefits

C. Travel

D. Equipment Four (4) Panasonic Toughbook 30- Core 2 Duo L7500 1.6 GHz- 13.3" TFT with Panasonic DVD Multi Drive CF-VDM302U- DVD RW/DVD RAM drive.

Cost \$3,400.00 each Total \$13,600.00.

Four (4) docking stations for Panasonic Toughbook, motion attachment, pole mounts, screen supports and lite assembly. Cost \$900.00 each Total \$3600.00.

E. Supplies

F. Construction

G. Consultants/Contracts

H. Other

**2009 RECOVERY JUSTICE ASSISTANCE GRANT
PROPOSAL APPLICATION
COVER PAGE INFORMATION**

Name of Applicant Millington Police Department

Program/Project Title:	Law enforcement equipment
Project Purpose Area:	City of Millington
Federal Amount Requested:	37,789

The Point of Contact/Project Director will be the individual responsible for completing the required programmatic and fiscal reports for the funded project. This person will submit all required documents to the County Point of Contact or designee.

Point of Contact/Project Director:	Chief Ray Douglas or Designee
Project Director Email Address:	rdouglas@millingtonpolice.org
Applicant Address:	7950 Memphis Ave. Millington, TN 38053
Project Director Phone/Fax Number:	901-873-3886 ext 105 fax 901-873-2161

Name/Address of Collaborating Agencies

1. None
2. _____
3. _____
4. _____

Provide a description of Past LLEBG Funding	None
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The following are **required** measures for awards made under the Recovery Act:

Objective	Performance Measures	Data the grantee provides for 3-month reporting period	Description (Plain language explanation of what exactly is being provided)	Goal for this project:
Recovery Act: Preserving jobs	Number of jobs saved (by type) due to Recovery Act funding.	a) How many jobs were prevented from being eliminated with the Recovery Act funding during this reporting period? b) How many jobs that were eliminated within the last 12 months were reinstated with Recovery Act funding?	An unduplicated number of jobs that would have been eliminated if not for the Recovery Act funding during the three-month quarter. Report this data for each position only once during the grant. A job can include full time, part time, contractual, or other employment relationship.	0
Recovery Act: Creating jobs	Number of jobs created (by type) due to Recovery Act funding.	How many jobs were created with Recovery Act funding this reporting period?	An unduplicated number of jobs created due to Recovery Act funding during the three month quarter. Report this data for each position only once during the grant. A job can include full time, part time, contractual, or other employment relationship.	0

1. Problem Statement

- Officers getting injured while on duty in the course of their duties in apprehending suspects and dealing with mentally ill patients.
- During the last year, the Millington Police Department had ten episodes in which two officers were injured severely while apprehending suspects. The suspect in one case became physical and the officer was kicked in the knee causing this employee to be out approximately ten weeks after having surgery. On the other instance, the officer was chasing a suspect of foot and was injured. This employee was out over one year after having two different surgeries to repair his injuries.
- Both injuries cause the department to be short handed in patrol for an extended amount of time. The department had to pay overtime to help cover the shifts as needed. Also had to pay Worker's Compensation for the time the officers were off duty, along with medical expenses.
- The project will also decrease the number of force complaints filed by suspects that have to be apprehended and mentally ill patients that resists.
- TASER devices have shown the ability to reduce officer and suspect injuries, as well as reduce the overall use of force episodes.
- Highway 51, through the city of Millington, is a major interstate thoroughfare both north and south linking Memphis to other northern cities. It is used by both personal vehicles and commercial vehicles. Some of these vehicles are stolen, transporting drug and gang members. Some are also occupied with sex offenders, suspects in crimes, possible AMBER ALERT suspects, and suspects with suspended or revoked driver's license.
- In preparing for the expansion of I-69 through Millington, the traffic volume will increase and will also become another north and south major thoroughfare.
- The Millington Police Department will use the License Plate Recognition in densely populated areas such as apartment complexes, Wal-Mart parking lots, and special events to combat crime.
- The system will assist with pattern recognitions and clues within the image of a car's immediate environment.
- Network appliance to store Millington Police Department data backups containing reports, jail record information, and email accounts.
- This network appliance will give the Millington Police Department 2 terabytes of storage space that will be used to backup our record systems.
- The Millington Police Department has a tactical response team on call. At this time, the team does not have a precision rifle to perform their entry tasks if needed.
- The Remington 700P Precision rifle with Leupold Mark 4 scope will add support to the team for any situation that the team is called in to handle.

2. Project Description

- To reduce officer and suspect injuries and increase overall officer safety.
- The department will develop a comprehensive TASER policy regarding the use of force involving the device, training for all officers that will be equipped.
- The department will track the usage by using our department “use of force” report. This information will be recorded to report during staff meeting. As well as tracking and comprehensive verification of all use of force involved episodes.
- To reduce the number of vehicles, stolen and wanted, that is wanted either locally or nationally that are traveling through the City of Millington.
- The department will develop a comprehensive license plate recorder policy regarding the use and training for all officers that will be equipped.
- Our project objectives will be measured by the amount of tags that are scanned and the number of recoveries that we receive.
- Our project objective is to use the LaCie 301259U 2 terabyte storage, to back up all our media.
- The network appliance will be housed at Millington City Hall and will be give the department an offsite backup in case of fire, and natural disaster.
- The project objective is to provide the tactical respond team with a precision rifle to have as an option if needed during any situation that requires their response.
- The department will develop a comprehensive policy regarding the use of force involving the rifle, and training for all officers that will be qualified to use the rifle.
- The department will track the usage by using our department “use of force” report. This information will be recorded to report during staff meetings. As well as tracking and comprehensive verification of all use of force involved episodes.
- The rifle will reduce injuries to officers and victims in any situation that requires the team’s deployment.
- The Remington 700P will be used primarily in Millington, but our agency will provide mutual aid if requested and approved by Chief Douglas or his designee.

3. Strategy/Activities

- The TASER devices and cartridges will be ordered and put into service in the beginning of the next fiscal year and will continue every fiscal year after.
- Millington Police, Lt. Tully Reed, will order and maintain the training and records of all departmental employees authorized to use devices.
- The SkyCop License Plate Recognition system will be ordered, by Sgt. Chris Stokes, and put into service in the beginning of the next fiscal year, 2009-2010, and will continue every fiscal year after.
- Sgt. Chris Stokes, will maintain updates as needed and will report the data monthly during staff meetings.
- The LaCie 301259U 2 Terabyte Storage unit will be ordered and put into service in the beginning of the next fiscal year, 2009-2010.
- Millington Police, Sgt. Chris Stokes, will order and program the storage device to download the necessary data. Sgt. Stokes will also keep the system updated to insure proper data is backed up on storage unit.
- The Remington 700P precision rifle including the Leupold Mark 4 scope, rings, and mounts, Harris Bipod, precision sling and Pelican hard transport case will be ordered and put into service in the beginning of the next fiscal year, 2009-2010.
- Lt. William Reed, will order and maintain the training and records of all departmental employees authorized to use the rifle.

4. Program Evaluation

- The officers will complete a “use of force” report and turn into the field commander anytime device is used. The report will be filed along with the report and arrest ticket for each incident.
- The information will be discussed during staff meetings and reviewed as needed.
- The department will track the number of injuries that involve the apprehension of suspects and dealing with mentally ill patients.
- Monthly totals will be collected on the number of license plates scanned and the number of vehicles that are located that had “hits” for them. This data will be compared to previous statistical records.
- Quarterly totals will be collected and compared to previous quarterly statistical records.
- This information will be used for reporting criminal activity and traffic patterns to reallocate needed resources.
- Sgt. Stokes will give updates during staff meetings to the status of how much memory is used and how much is still free to be used.
- The information will be compared to previous statistical records quarterly.
- The officers will complete a “use of force” report and turn into the field commander anytime the rifle is used. The report will be filed along with any report pertaining to the situation.
- The information will be discussed during staff meetings and reviewed as needed.

5. Collaborative Partners/Partnerships

None

6. Retention Plan

- TASER devices have long shelf life, both in usage and storage.
- The Department will add budget line items in subsequent fiscal years to cover cost of replacement operational supplies, training materials, and to cover supplemental training of officers certified in the use of the device.
- This project grant will make the capital purchase possible and maintenance to the system will be provided by the Millington Police Department’s general operating funds.
- The project will be funded going forward by our general police funds as they become available every year going forward for needed updates.
- This project will require no further funding due to the rifle being a twenty year product.

7. Budget Narrative

Provide a brief narrative of the items contained in your Budget Detail Worksheet.

A. Personnel**B. Fringe Benefits****C. Travel****D. Equipment**

The cost is for 8 TASER unit X26e devices, 1 TASER unit X26e with extended DPM for Jail, 8 cartridge holders, 1 USB kit, 26 field cartridges, and 72 training cartridges.

The Millington Police Department will purchase 1 SkyCop Pan and Tilt System/AutoVu LPR complete and installed with cameras/LPR/Computer/Touch Screen System.

The Millington Police Department will purchase 1 LaCie 301259U 2big 2 terabyte Network Storage Device.

The Millington Police Department will purchase 1 Remington 700P Precision Rifle with a Leupold Mark 4 scope, rings, mounts, a Harris bipod, precision sling and a Pelican hard transport case.

E. Supplies**F. Construction****G. Consultants/Contracts****H. Other**